

Summary of Safety Rules for Contractors—Appendix 6

1. Contractors shall comply with all relevant Health & Safety Law and Health & Safety Rules, and provide copies of current Public & Employer Liability Insurance plus Risk Assessments and a Method Statement on request.
 - You must work in accordance with the Method Statement and any Permit to Work/agreed Safe System of Work documentation at all times.
 - You must ensure that your work area is in a safe and tidy condition at all times.
2. All persons under the control shall be competent to work safely.
3. A Safe System of Work (SSoW) shall be agreed with your contact before any work commences and may not be changed without their permission.
4. Contractors are responsible for ensuring that appropriate Portable Fire Appliances are provided, where this forms part of the contract that all persons under their control know the Fire Procedures for the site and location of the nearest Portable Fire Appliances.
5. The normal means of escape must not be obstructed without temporary alternative arrangements being made and approved.
6. Faulty tools and equipment must not be brought onto site.
7. 110V Electrical tools are preferred. 240v tools/extension leads must be double insulated and RCD protected and must NOT be used unless written permission is given by the Estates Department.
8. All portable and transportable electrical equipment, pressure system, and climbing safety equipment shall be within their current safety certification period. The Health Board reserves the right to check all plant and equipment for defects and request removal of any plant or equipment that does not comply with legislation or Health Board policy.
9. Appropriate PPE must be worn at all times in MANDATORY AREAS, safety footwear must be worn at all times.
10. You have a duty of care to ensure you have agreed and are in receipt of a Permit to Work for high risk activities.
11. Contractors should view the organisation's Asbestos Register before commencing work. If, for whatever reason, this register is not available, Contractors should assume that asbestos is present.
12. Before handling unfamiliar materials, refer to the material safety data sheets and COSHH assessments. Any substances or hazardous materials brought to site must be stored, used in accordance with manufacturer's recommendations and be accompanied by COSHH data sheets.
13. In the interest of Health & Safety or environment control, no plant and equipment shall be tampered with, have guards removed or be misused.
14. Cardiff and Vale UHB operates a No Smoking Policy across all properties including its, grounds, buildings and vehicles parked inside its boundaries.
15. All operatives must be fit and healthy to carry out the work element and not be infectious.