#### Health and Safety Management System



## Audit Report and Action Plan

		Date of Audit:	Standard:		Contact:	Location:		No.	No. of Pages:	
DR/H/01		March 2009	Health & Safety Policy		A Calvert G Hills	Chester Rd			3	
Audit Team (Names): Auditor(s):		Audit Type & Subject:								
Neil Gallimore Neil Gallimore		Neil Gallimore	System: CDM		DM compliance					
Richard Cantle										
	agement Summary							4		
				public to	HSE some areas of non-com	pliance with CDM	was apparen	t and th	erefore it	
was	identified the process	required investigation fur	Iner							
No.	Findings (include Best Practice)		Category	Corrective/Preventative/Improv	ement Action	Actioned by	Target Date	Verified		
	A HSE complaint was	received by Highways, rela	ating to		Action:			Date		
	the site layout at Chester Rd.									
	Investigation revealed	d the principal contractor	was	1	The site manager was instru-		Site	15/3/09	Complete	
	working unsafely with inadequate working space.				S Adviser to adjust the barr		manager			
			working area and ensure al							
	There was inadequate segregation between members of			the highway was supervised banks man.	i by a competent					
1	the public on foot and in vehicles and construction plant			Daliks IIIali.						
		equently during a reversin	g		An urgent meeting to be ca	lled with the			complete	
	operation a JCB and a	a private vehicle collided.			client to agree safety work		Ray Telfer	17/3/09	complete	
				and specifically initiate a re						

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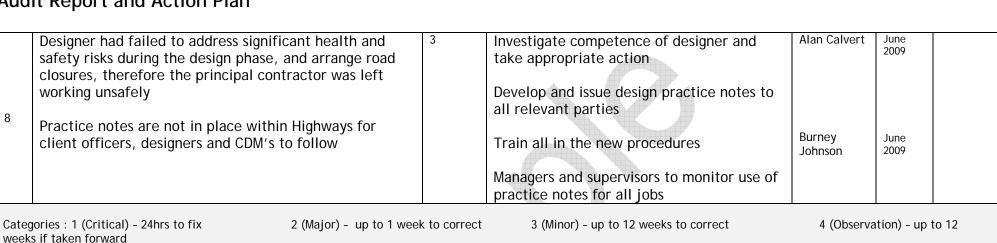
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	Operative witnessed working with no PPE and operating a sthil saw in live traffic	1	Work stopped immediately	Neil Gallimore	16/3/09	Complete
2			Manager to re-enforce safe working procedures with employees and document discussion	Site manager	16/3/09	Complete
3	Welfare site cabin in dirty condition and equipment stored inappropriately	1	Manager to ensure welfare facilities cleaned, equipment moved	Site Manager	16/3/09	Complete
4	Site manager reported on-going issue with cleaning of welfare facilities across	2	Permanent arrangements to be put in place for future cleaning of all welfare cabins	Graeme Hills	23/3/09	
5	CDM co-ordinator had not been appointed therefore:-		CDM co-ordinator needs to be appointed	Burney Johnson	16/3/09	Complete
	The job had not been notified to HSE		Job required notification to HSE	Alan Calvert		Complete
6	There was no communication and consultation between client, designer, or principle contractor The PC health and safety plan was inadequate to control risk	2	Meeting between client; CDM C; designer and PC to agree safe working for the remainder of the contract; including appropriate phasing of the works and necessary road closures The Client decided to suspend works until all necessary health and safety requirements had been complied with	Alan Calvert	23/3/09	Complete
7	Health and safety plan is inadequate for the job	2	Review of health and safety plan to reflect work being carried out	Graeme Hills	Before work recompe nses	

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NB: Managers must retain this form either in paper or electronic format, as records will be requested for audit purposes.



Version 1.1 19/3/09

Appendix One

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