

Introduction

Bridges vision and values recognise Health and Safety, Quality & the Environment as of paramount importance. We are therefore committed to promoting a positive culture, attitude and personal responsibilities throughout our operations. This document outlines the minimum Safety, Quality & Environmental standards that must be achieved when working with Bridges Electrical Engineers Ltd (Bridges).

Safety

Bridges recognises that all contractors and other companies employed by us will have their own Health and Safety Management System's that they will implement. The minimum standards detailed in this document will complement the individual company's standards and will ensure that the required safe systems of work are in place for controlling particular hazards associated with the work.

No job is too urgent to prevent it being carried out safely, if you feel safety is being compromised in any way, please **STOP** work and seek advice from Bridges Project Manager or myself (Tel. 07941032919) Do not allow yourself to be pressured into completing any task that you are not comfortable with either by Bridges staff or any of our clients.

For the avoidance of doubt the standards detailed in this document are **mandatory** for all personnel engaged with work for which Bridges are responsible, this includes site visitors.

All contractors and other companies working for Bridges will be audited for compliance against the minimum standards by the Bridges Management or SHEQ team.

Personal Protection Equipment (PPE)

Bridges operates a policy of achieving minimum PPE standards during **all** its operations, as detailed below. Individual site rules or specific operations may require more PPE than this minimum requirement:-

- **Safety helmets EN397 Class 3. For all Costain sites, helmets with a 4 point chin harness must be worn at all times**
- **Orange long sleeved polo or coverall ARC rated for electrical operatives & fire retardant for mechanical operatives**
- **Orange trousers or coverall ARC rated for electrical operatives & fire retardant for mechanical operatives**
- **Where work is being undertaken in the highway – EN471 class 3 Hi-Viz garment must be worn**
- **Safety boots EN20345 (steel toe cap and steel mid-sole)**
- **Gloves EN388, that are suitable for the intended operation. EN388 cut level 5 for all cutting operations & for all masonry cutting & drilling activities**
- **Safety eyewear to EN166 Grade F**

Risk assessments & method statements, COSHH assessment & the Bridges Electrical & Mechanical safety rules provide guidance on task specific PPE.

Electrical / Mechanical Safety Rules

All contractors and other companies working for Bridges will comply with both `Bridges Electrical Safety Rules & Bridges Mechanical Safety Rules. (Copies will be made available on request)

Accident Reporting

All accidents, incidents and near misses whether 'Reportable under RIDDOR' or not must be reported immediately to Bridges Site Supervisor, Project Manager or HSEQ staff. Contractors must fully co-operate with any accident or incident investigations so that the root cause is determined and actions taken to widely communicate the lessons learned thus minimising the chances of a reoccurrence. All accidents, which result in injury, must be recorded in the Accident Book held on site with a copy forwarded to safety@bridgesltd.co.uk.

Competence

All persons working on Bridges sites must be competent and experienced for the duties they are required to undertake. This includes the individual holding a current Construction Skills Certification Scheme (CSCS) card that is relevant to their position, trade or skill.

Note: CSCS cards include, where appropriate, other schemes affiliated to CSCS such as CPCS for plant operations and CISRS for scaffolding.

Supplier/Sub-Contractor Code of Conduct

There may be occasions where individuals do not hold relevant cards. In these exceptional circumstances, such individuals may be permitted access to site where the employer can demonstrate the individual's competence via other means.

Conduct

All persons working on behalf of Bridges must act in a safe, courteous and professional manner. This will include treating members of the public, client's staff and colleagues with respect at all times. You must co-operate with all Bridges staff in the maintenance of health and safety on site. Safety is paramount and everyone is empowered to stop work if they believe there is a risk to health and safety. **Bridges & our clients have a zero tolerance to drug &/or alcohol at work and carry out random & with cause testing across all its sites. Compliance with Bridges D&A Policy is a mandatory requirement of working with us.**

First Aid

An adequate number of first aiders will be required at all work sites. Unless agreed as part of your contract, Bridges will provide first aid cover. If you are working on a site unsupervised by Bridges, you are required to provide adequate first aid cover.

Induction

Bridges recognises that the site induction is the best opportunity for employees & sub-contractors to be engaged with the culture of the organisation.

All site personnel will attend a health, safety and environmental induction prior to commencing work on site. The induction will be site-specific outlining safety and environmental hazards associated with the site, information on emergency procedures, first aid provision, permit requirements and security arrangements, etc.

In addition, the induction will also include a section detailing Bridges expectations and requirements. The information for inclusion in this section of the induction will be provided by Bridges.

Plant and Equipment

All plant and equipment used on site shall be in good working order and be suitable for the purpose and the environment in which it is to be used.

It shall be maintained in good condition with safety devices (guards, reversing alarms, flashing beacons etc.), fitted and in good order.

Plant and equipment shall be regularly inspected with appropriate records kept, complying with the relevant statutory requirements.

All plant must be operated by competent plant operators who are in possession of proof of competence.

Risk Assessment and Method Statements (RAMS)

Risk Assessments and Method Statements (RAMS) are to be used to plan working procedures that are safe. Risk Assessments and Method Statements should be set out in such a way that the activity is properly defined and the instructions easily understood by persons undertaking the work. Bridges requires that all personnel receive a briefing on the Safe System of Work and that a record of the briefing is kept. Monitoring must be carried out to ensure compliance with the requirements of all Safe Systems of Work. All Risk Assessments and Method Statements must be reviewed regularly.

Site Tidiness

All work sites are to be maintained in a clean and tidy condition. Rubbish, debris, etc must not be allowed to accumulate and measures must be taken to ensure that sufficient access is maintained without obstruction.

Quality

Bridges defines quality as the conformance of services and products to established and documented requirements derived from client needs, employee expertise and experience. The company is proud of its good reputation for responsible practices and dedicated client care, which are a result of the company's ethical culture, skilled committed staff, and quality control over its services and products. Whilst working with Bridges you are expected to uphold these values and work to the `Project Quality Plan` at all times. Your work will be inspected as part of our quality inspection test plans and feedback will be given if we feel work falls short of our standards & client expectations.

Supplier/Sub-Contractor Code of Conduct

Environment

It is Bridges policy to continually improve environmental performance through the implementation of the following:

- Training of employees in environmental issues
- Minimise the production of waste
- Minimise material wastage
- Commit to the prevention of pollution to water, land and air
- Minimise energy wastage
- Promote the use of recyclable and renewable materials at every opportunity.

I agree to support the above Code of Conduct in relation to all works carried out with Bridges Electrical Engineers Ltd.

Signed: _____ on behalf of:

Name: _____ Date: _____

Signed: 

Steve Spencer – HSE Director on behalf of Bridges Electrical Engineers Ltd