



Walcon Marine Ltd
Cockerell Close
Segensworth West
Fareham
PO15 5SR

Construction Phase Plan

Communications and Contact Details

| | | |
|-------------------|---------------|--------------|
| Client Manager | David Corr | 01621 782044 |
| Walcon Director | James Walters | 07768 251767 |
| Walcon Director | John Donald | 07770 967821 |
| Walcon Manager | Wayne May | 07387 022744 |
| Predator Charters | Stewart Olley | 07958 664602 |

Royal Burnham Yacht Club

File Number: M0552

Acknowledgment: 8019 rev1

Location: Burnham-on-Crouch

Access: River Crouch

Nearest Post Code: CM0 8AU

Client: Burnham Yacht Club

| | |
|-----------------|---|
| Project: | Royal Burnham YC, Replacement of damaged berthing facility |
|-----------------|---|

| Anticipated Start Date | Anticipated Completion |
|------------------------------------|----------------------------|
| w/c 15 th February 2021 | 8 th March 2021 |

COVID – 19, Walcon Marines priority in all aspects of our business relates to the Health & Safety of our employees and third parties. As such, we have consistently abided by, and will continue to abide by, the instructions of the Government in their battle to defeat COVID-19.

However, if there is even a partial shutdown involving the closure of hotels and guest houses, and possibly restaurants in the area and our employees cannot live reasonably comfortably away from their homes, we may also be obliged to instruct our employees to stop work and return home. This will be a last resort measure and, as Walcon Marine will be unable to perform their duties, this will be considered as Force Majeure and no penalties can be levied on Walcon Marine for late completion of the works should this occur.

| Approval | | | | | |
|------------|-----------|---------------|-----------|-----------|--------|
| To Approve | Signature | Date Approved | Issued to | Issue no. | Issued |
| Walcon | | | | 1 | |



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Further generic information is held by the site supervisor and contains further information.

- COSHH Assessments
- HSE (Staff Awareness)
- Leptospirosis information
- HAV Awareness

| SITE MANAGEMENT TEAM | | |
|---|------------------------------|---------------------------|
| Manager | Wayne May | 07387 022744 |
| Supervisor | Lee Ingram/Mike Symes or TBC | 07584 083064/07899 875530 |
| Client Contact | David Corr | 01621 782044 |
| Lee Ingram or Mike Symes will generally be the site supervisor, however if he is not present site supervision will be undertaken by another senior member of Walcon Marine. | | |

| SITE DETAILS AND ACCESS |
|---|
| Royal Burnham Yacht Club, Burnham-on -Crouch, CM0 8AU |

| DESCRIPTION OF WORK |
|--|
| Remove remaining pontoons, extract 8No piles (cut off at bed level) over sleeve 6No piles and install new pontoons |

| MANPOWER |
|---|
| 2-3 Operatives including Site supervisor, First aider. Operative's certs available on request. |

| PROTECTION ARRANGEMENTS |
|--|
| Relevant permits will be in place prior to work commencing. Agree with client exclusion zone and other vessel movements |

| RESOURCES | | |
|---------------------------|-------------------------|-------------------------------------|
| Machinery/Plant/Equipment | Competency required | |
| Walcon Wizard | In-House | <input type="checkbox"/> |
| Walcon Warrior | In-House | <input type="checkbox"/> |
| Walcon Mini Rig | In-House | <input type="checkbox"/> |
| Mobile Crane | CPCS/NPORS | <input type="checkbox"/> |
| Working at Height/Lifting | LOLER | <input type="checkbox"/> |
| Slinging/Signalling | NPORS | <input checked="" type="checkbox"/> |
| Van/Small Tools | Full UK Driving license | <input checked="" type="checkbox"/> |
| Safety Boat | Power boat level2 | <input checked="" type="checkbox"/> |

Plant and Equipment

Plant and equipment **MUST** be examined for defects prior to the start of work. Defective plant/equipment **MUST** not be used. Quarantine and mark defective items and report to Supervisor/Manager.

Personnel may only operate plant and machinery for which they have been trained, assessed as competent and hold all the relevant in date certification. It is both the responsibility of the personnel and the site supervisor to ensure that this is adhered to.

All Lifting equipment, Chains, ropes and accessories will be LOLER tested and must be uniquely marked, in a satisfactory condition for the activity planned and inspected each and every time prior to use by a competent person. During all Lifting operations a trained Banksman/Signaler will always be present .

P.P.E. REQUIREMENTS

High visibility clothing **MUST** be worn.

Hard hats **MUST** be worn when undertaking lifting operations.

Footwear with toe and insole protection **MUST** be worn.

Hearing protection **MUST** be worn when operating or in the vicinity of noisy plant and equipment.

Life Jackets **MUST** be worn when working on or within 3m of the water.

Fall arrest equipment **MUST** be worn when working at height without handrails or safety guarding.

Gloves to be worn.

Gauntlet heat protective gloves **MUST** be worn when undertaking welding or burning.

Any other task or tool specific P.P.E.

WASTE MANAGEMENT

We will take all reasonable steps to ensure that all waste from the site is dealt with in accordance with the waste duty of care in section 34 of the Environmental Protection Act 1990 and the Environmental Protection (Duty of Care) regulations 1991.

Materials will be handled efficiently, and waste managed appropriately.

Transferral notes will be available.

TRAFFIC MANAGEMENT

Vehicles (including deliveries) will not park or wait on the public highway.

Parking arrangements will be defined and briefed to all.

Maximum speed limit for all vehicles is 10 mph on site

FIRE PRECAUTIONS

No Welding or Burning will be undertaken without a Hot Works permit.

All fuel must be stored in properly bunded containers, re-fueling will only be carried out by competent operatives at least 10 meters clear of the working area and smoking or naked flames are not allowed within 10 meters while re-fueling is carried out. Ensure that anti-spill nozzles are used correctly. Use spill kits during refueling operations and a fire extinguisher (minimum 1kg AFFF) must be available at the designated refueling point. Fire extinguisher to be available on site and must be kept in the proximity when using petrol powered plant and equipment or when re-fueling. No fuel for petrol driven, handheld equipment to be left on site. Fuel for Wizard or Warrior to be stored in bunded tanks.

HAZARD AND INCIDENT REPORTING

Site hazards that have not been documented or discussed will be reported to management as soon as they are identified, work may have to cease or move to a different part of the site until the situation has been rectified.

If an incident occurs or is identified a rapid assessment of the situation will take place and the appropriate contact made. In the most severe cases this will be the emergency services first and foremost, then Walcon Marine management. Any Oil, Fuel or Chemical spill within the marine environment must be reported to the MMO Marine Pollution Response Team within 12hrs; Within office hrs: 0300 200 2024, Outside office hrs: 07770 977825, if these numbers are unavailable call: 0345 051 8486, dispersants@marinemanagement.org.uk

WORKING HOURS

Monday to Friday 07:00 – 17:00
Saturday 08:00 – 13:00

WELFARE and ACCOMMODATION

Yacht Club Toilets may be used
Local services can be used.
Drinking water on site
Hand wash facilities/Sanitation wipes in Walcon Vehicles
Local Accommodation – The Club Dormy House has been booked.

WILDLIFE AND ENVIRONMENT

Should any species that have protection under the Wildlife and Countryside Act 1990 and Conservation of Habitats and Species regulations 2010 be found while working proper procedures will be followed so that Walcon Marine adhere to the legislation.

All Walcon Vehicles & Vessels carry spill kits including disposal bags, all operatives are competent in the use of spill kit equipment. Should a minor spillage occur absorbent mats/buoys will be used to surround and absorb the contaminate fluid, this will then be disposed of in sealed bags.

In the case of a large spillage the emergency services and the Environment agency will be called.

There will be NO Oils, Fuels or Solvents stored on site.

EMERGENCY AND FIRST AID

There are 2 Possible events to be covered by the Emergency Procedure:

- Accident on land
- Man Overboard whilst working on water

Accident on land

In event of an accident or injury to a person on site staff will not endanger their own life, seek help if necessary from the relevant emergency services and direct them onto site, preferably sending someone out to the main access point to meet them.

In other circumstances (or as a secondary report after contacting the emergency services) report to the project manager or in his absence a suitable member of client management.

Man Over Board/In the Water

It is accepted procedure that Whilst working on/over water life jackets **WILL** be worn and there is **NO** lone working. In the event of a man falling overboard staff will attract the attention of nearest personnel/public for assistance, keep watching the man overboard and throw a rescue rope or life buoy, call for the rescue boat or operate it yourself, use all available means to recover person without risk to the rescuers. When the rescue is complete follow the earlier procedure for accident on land.

A First aid kit will be present within a few meters of the work party at a designated position briefed to the operatives each shift. All Walcon vehicles and both the Wizard/Warrior contain a first aid kit.

There will always be at least one certified first aider on site.

EMERGENCY FIRE PLAN

In the event of a Fire raise the alarm or shout fire, immediately contact the Fire Brigade or Site Manager who will alert them for you, proceed to the assembly area, on their arrival tell the fire officer what you know about the fire. The following procedure should only be attempted on a small fire that you feel can be contained by the use of fire extinguishers, If in **ANY** doubt leave it. **DO NOT TAKE PERSONAL RISKS.**

The fire extinguishers provided are water type **DO NOT** use on electrical fires or where there is electrics present. Operate the fire extinguisher by removing the safety pin and squeeze the handle, hold up right and aim the jet towards the base of the fire, A 9ltr extinguisher will last approximately 25 seconds.

If a person's clothing is on fire wrap a blanket or coat over them lay them on the floor to prevent flames burning their head and roll them over until the flames go out.

WORKING NEAR WATER

Any operations that are undertaken from within 3m or working above the water the following **WILL** be adhered to:

- Wear suitable clothing, including boots, thigh waders and chest waders (if required.) These will have toe and midsole protection.
- Wear life jackets.
- Before starting work check tide times and currents.
- Prior to work commencing check weather forecast to determine that it's safe to start.
- If access the water is required enter from shallow water if possible. As an added aid a rope tied to a good anchor can be used to help enter and exit the water. (Waders will be wet and make the ground very slippery)
- When working on or over water make constant assessments of tides and weather conditions and alter the safe system of work if necessary.
- See emergency procedure for Man Overboard/In the Water

WORKING AT HEIGHT – Rescue Plan

Contingency Rescue Plan

Prior to any rope & harness work commencing, the Site Supervisor will undertake a risk assessment and formulate a contingency rescue plan for the required work scope, taking into account such factors as the local topography and the availability of escape routes.

The Site Supervisor will identify suitable and secure fixed rope & harness anchor point locations, these being in the nature of load tested hand rails or suitable and safe Pile cap. The working at height personnel shall prior to using the anchor points undertake a pull/load test to substantiate their suitability to provide the appropriate anchor points.

Rescue Plan Procedure

In the event of an incident occurring and the working at height operative being incapacitated, the rescue person shall ascend/descend as required (dependent on topography) under full rope and harness protection to the injured operative. If the injured party can be safely moved the rescue person will attach the injured party to his own harness system using additional karabiners and ropes. The injured party and rescuer will under control roping either lower or raise the injured party to a place of safety where a further evaluation of the injuries will be undertaken. If the injuries are of a minor nature, the injured party shall then be assisted to the nearest access point (as previously evaluated).

If required and available a man basket can be lifted by the crane to aide in the rescue.

If the injured party is unable to be moved, the Emergency Services to be called for assistance.

If the injured person is incapacitated and cannot be lowered or raised, the rescuer shall remain firmly attached to the injured person by his harness 'in situ' in order to prevent any further movement of the injured climber until such time as the Emergency Services have attended the incident to assist with further rescue procedures.

MATERIALS LIST

Materials to be used in this project comprise; 6No 473mm x 11mm steel tubular piles, 1No 14.5m access ramp, 1No Bridgehead bracket, 1No Landing pontoon, 6No WW2 ducted pontoons, 1No WW1 ducted pontoon and 4No WW1 Non-ducted IPG pontoons

NOISE IMPACTS AND CONTROLS

The plant and tools used by Walcon has very little impact on the general public, or operatives in the general area. Operatives directly using any significant noise producing equipment will be wearing the appropriate PPE (as stated in the risk assessment). Should Walcon be required to use this plant/equipment in the vicinity of non-protected person/s then said person/s would be asked to vacate the area.

Should the piling require the need for the percussion hammer then the soft start procedure for at least 20min duration will be adopted.

Walcon operatives will NOT undertake any noise producing tasks before 0800 and after 1800

DUST/FUMES CREATION AND CONTROLS

All Walcon pontoon components are fabricated off site so the creation of dust onsite is minimal. Should any drilling of components be required this will be either the timber deck board or metal frame both of which will only cause localised debris and will be removed on completion

The extraction and driving of piles is undertaken carefully and methodically, we aim to minimise the disturbance of sediment where possible.

Walcon Marine do not use dust producing plant onsite ie telehandlers or dumpers etc, our Vans are serviced on a regular basis and will be switched off when not in use to minimise the disturbance of dust and fumes.

We will use land based mobile cranes, these will set up in a designated compound and public access is restricted.

There will always be a site supervisor onsite whilst plant and equipment operation are being carried out, he/she will be continually monitoring activities and will alter/stop any tasks that is deemed hazardous.

Walcon Marines plant ie cranes and barges will only use low-sulphur diesel purchased from licensed UK distributors

All works are to be carried out in accordance with the relevant guidance i.e.:

- Health and Safety at Work act 1974
- Management of Health and Safety at Work Regulations 1999
- Yacht Harbor Association Code of Practice
- Power Boat level 2, Use of power boat/safety boat.
- Manual Handling
- Emergency first aid at work
- CPCS crane operator
- NPORS Slinger/Signaler
- Lifting Operations Lifting Equipment Regulations 1998, LOLER

The Work can be broken down into the following stages:

- Site set up
- Extraction of existing piles (see Predator Charters RAMS)
- Driving of pile sleeves (see Predator Charters RAMS)
- Delivery and installation of pontoons and access bridge

Requirements from Client

The Clients project manager will ensure that all relevant permissions are acquired prior to work commencing.

The Clients project manager will ensure that any vessel/vehicles within the work area (**See work area diagram**) are removed ahead of Walcon

The Client to arrange the removal of any remaining pontoons and dispose of them.

Site Set Up

- The Walcon team will travel to site, carrying all the necessary tools/equipment (**See site access plan**)
- The site supervisor will report to the site office and sign all relevant permits prior to commencing work.
- Site supervisor to give Task Briefing and identify any risks to the work force, once complete the work force will sign to say they have received and understood the task brief.
- Operatives will check all PPE, tools and equipment prior to use and all findings will be logged. **DO NOT USE IF DEFECTS ARE FOUND.**

- **Extraction of existing piles**

- See Predator Charters RAMS
- Dive team to cut of broken pile at bed level – RAMS to follow.

- **Driving pile sleeves**

- See Predator Charters RAMS
- Please note, one of the hammer head piles P6 is to remain as is.

- **Delivery and Installation of pontoons and access bridge**

- All the pontoons will be assembled at out depot in Southampton
- Lorries will deliver the pontoons, work boat and access bridge to Rice and Cole boatyard
- The boat yard will launch the work boat
- They will then launch the landing pontoon and the WW2 pontoons
- The landing pontoon and the WW2 pontoons will be bolted together end-end using new bolts and rubbers
- Once these pontoons are all connected, they will be cargo strapped to the work boat
- The work boat will tow the string of pontoons to the location of the sleeved piles
- The pontoons will be laid against the 3No walkway pontoons
- Once in position a pile guide hoop will be placed around the pile and bolted to the pontoon securing them in position
- A timber template of the bridge head bracket will be offered in position against the quay wall
- The fixing holes will be marked, and the template removed
- The fixing holes will be drilled into the quay wall
- Once all the holes are drilled a Hilti resin will be squirted into the holes
- Threaded bar will be inserted into the resin and allowed to set
- Once the resin has set the bridge head bracket will be slotted on to the threaded bar and secured with nuts and washers.
- The access bridge will be taken to the yacht club on a pontoon
- The barge crane will lift the access bridge towards the bridgehead bracket
- Under the direction of the slinger/signaller the hinge holes on the bridge will be aligned with the hinge holes on the bracket
- Once aligned hinge pins will be inserted and secured with split pins
- The bridge can now be lowered into its final position
- The hammer head pontoons will now be lowered into the water at rice and cole boat yard
- These pontoons will be bolted together in pairs end-end
- The first pair will be cargo strapped to the work boat
- The internal pile guide gates will be unbolted
- The pontoons will be towed into position and laid against the 2 sleeved piles
- The guide gates will be bolted back into position securing the pontoon
- The hammerhead pontoon will then be bolted side – end to the WW2 pontoon already installed
- This will be repeated for the other side hammer head pontoons
- Once the pontoons are installed the 2 sections of versa dock will be towed to site
- These will be bolted to the ends of the hammerheads.

Once the client is satisfied Walcon will leave site. All equipment, temporary structures, waste and/or debris associated with the licensed activities will be removed.

RISK ASSESSMENT

Review Date: 03 April 2020

SITE/LOCATION: Royal Burnham Yacht Club **ASSESSOR:** Lee Ingram/Mike Symes

RISK RATING = SEVERITY X LIKELIHOOD

SEVERITY CODE:

1=Accident where no injury occurs.
2=Minor injury First aid only
3=Over 3 day off work (RIDDOR)
4=Major injury (RIDDOR)
5=Fatality or Multiple Fatalities

LIKELIHOOD CODE:

1=Improbable.
2=Remote.
3=Possible.
4=Probable
5=Very Likely to occur

RISK RATING:

1 – 6=Low – Work can proceed
8 – 12=Medium – Consider further controls, Proceed at caution.
15 & over =High – In put more controls before proceeding.

RISK BEFORE CONTROLS

RISK AFTER CONTROLS

| HAZARD | RISK | S | L | R/R | CONTROL MEASURES | S | L | R/R | ✓ |
|------------------------------------|---|---|---|-----|---|---|---|-----|---|
| Working on or near water. | Drowning Hypothermia | 5 | 5 | 25 | Life jackets will be worn when working within 3m of the water. Safety boat to be available where ever practicable. No vehicles or plant within 3m of the water. At least 1 operative will be a First Aider. All personnel familiar with man overboard procedure | 3 | 2 | 6 | |
| Lifting operations/Crane movements | Falling objects crushing | 5 | 5 | 25 | All lifting Plant/equipment will be checked prior to use and all findings logged. All plant/equipment is LOLER tested (certs available on request). Directions to the crane driver will be carried out by a trained and competent operative. All adequate PPE will be worn. Exclusion area will be enforced around lifting operation. All lifting operations will be overseen by a competent Slinger/Signaller. Only trained operatives will operate the crane. All lifts will be carried out in conjunction with lift plans. There will be NO work at height if the wind speed is above 12m/s. | 5 | 2 | 10 | |
| Working at Height | Falling from Height | 5 | 3 | 15 | All Operatives will wear the appropriate PPE, all low-level access ie unloading lorries will be undertaken from a footed ladder or similar. A fall arrest system will be implemented for low level access if practicable. All operatives will be competent in working at height. There will be NO work at height if the wind speed is above 12m/s. | 5 | 2 | 10 | |
| Weather conditions | Slips Trips and Falls, Heat exhaustion/exposure | 3 | 3 | 9 | Monitor conditions, cease operations if necessary. Additional awareness of proximity to objects/vessels. Wear suitable clothing for the conditions. Pay attention to underfoot conditions In extreme heat take more breaks and drink plenty of fluid. Keep warm where possible and wear dry clothes everyday | 2 | 1 | 2 | |
| Slips Trips and Falls | Minor injuries, Fractures, Concussion | 3 | 3 | 9 | Wear appropriate footwear, Hold railings where possible, Keep the area tidy and clear of tools and debris. Pay attention to your Underfoot conditions. | 1 | 2 | 2 | |
| Safety Boat/Dory | Collision with other vessels, Engine Failure | 5 | 5 | 25 | Only trained operatives will control the power boat, With the assistance of the harbour master all other vessels will be kept out of the area, work will stop should another vessel stray into the area. If engine failure occurs oars are stowed on board the power boat. Kill cord worn/used at all times. | 5 | 2 | 10 | |
| Falling Objects | Head injuries, Concussion | 5 | 3 | 15 | All tools required to be used at height will be tethered where practicable. Exclusion zone will be enforced below work area where required. All operatives will wear appropriate PPE | 4 | 2 | 8 | |

| RISK BEFORE CONTROLS | | | | | RISK AFTER CONTROLS | | | | |
|----------------------------------|--|---|---|-----|---|---|---|-----|---|
| HAZARD | RISK | S | L | R/R | CONTROL MEASURES | S | L | R/R | ✓ |
| Fuel Oil Spillages | Contamination, Fire | 3 | 3 | 9 | No naked flames/ignition sources to be with in 5m of refuelling. All refuelling where possible will take place on land, Non-spill nozzles or funnels will be used Oil nappies or drip trays will be used where possible. All Walcon vehicles and plant have spill kits. No refuelling within 10m of any watercourse. Fire extinguishers can be found on board ALL Walcon vessels and vans. | 2 | 2 | 4 | |
| Welding/Burning | Fire, Explosion | 5 | 4 | 20 | All operatives undertaken Welding or burning will be trained and competent, All operatives will wear appropriate PPE which as of Nov 2019 HSE regulations inc, air fed welding mask and gauntlet gloves, No Welding or burning will take place unless there is a valid in date and approved hot works permit. A full in date fire extinguisher will be available at the site of welding/burning during and after the works until the area has cooled. | 5 | 2 | 10 | |
| Company Vehicles | Crashing into other vehicles or objects | 2 | 4 | 8 | Only Operatives over 21 years old and who hold a full valid UK driving licence can drive Walcon vehicles, No mobile phone use by driver whilst moving, All vehicles should be reversed parked where possible. A banksman will aid in the parking should the driver require. Daily/weekly checks of vehicles will be undertaken and logged | 2 | 2 | 4 | |
| Noise | Hearing problems, Complaints from locals | 1 | 2 | 2 | All Operatives will wear the appropriate PPE i.e. Ear plugs (if required) All operatives will do their best to keep noise to a min, No radios onsite, Normal working Hours 0700-1800 will be adhered to (unless agreed otherwise prior to work). Notify any residents nearby of the works out of courtesy. Use the correct pilling head for the job. | 1 | 1 | 1 | |
| Overhead and Buried services | Electrocution, damage to utilities | 5 | 2 | 10 | Either Walcon or the Client will supply detailed information about any services so they can be avoided during any lifting or piling operations. | 4 | 1 | 4 | |
| Hand Arm Vibration | White finger | 2 | 3 | 6 | All operatives are trained in the use of vibrating tools, vibrating tools will be used to the manufacturer's guidelines monitor excessive trigger time if it occurs, and anti-vibration gloves are available when required. | 1 | 1 | 1 | |
| Use of Small tools and Equipment | Minor injuries | 2 | 4 | 8 | All operatives are competent in using small tools, All appropriate PPE will be worn, Only battery operated tools will be used when working near the water, All tools are inspected and PAT tested, All tools are inspected before every use. | 1 | 1 | 1 | |
| Manual Handling | Back strains, pulled muscles | 3 | 3 | 9 | Where possible all lifting will be done by mechanical means, loads over 25kg should be lifted by more than 1 person, Appropriate PPE will be worn, All operatives are competent in manual handling. | 2 | 1 | 2 | |
| Lay down, Stacking areas | Public intrusion, objects falling | 2 | 4 | 8 | All Materials will be stacked safely and in such a way to not disrupt any site movements, all stacking of materials will be within the exclusion area, No public access to the stacking area, Ensure that materials are stacked so they cannot roll or fall. | 2 | 1 | 2 | |

| RISK BEFORE CONTROLS | | | | | RISK AFTER CONTROLS | | | | |
|---------------------------------------|---------------------------------------|---|---|-----|--|---|---|-----|---|
| HAZARD | RISK | S | L | R/R | CONTROL MEASURES | S | L | R/R | ✓ |
| Public access | Injury to the public | 3 | 4 | 12 | There will be no public means of access to the working area, exclusion zones will be installed by means of Heras fence or barrier tape | 2 | 2 | 4 | |
| Litter, Sharps | Punctures, Abrasions Weils disease | 3 | 3 | 9 | All operatives will make sure that all rubbish and waste is disposed of in the correct manner, any sharps or needles will be reported to the supervisor and will be disposed of in a sharps box as necessary, using the correct PPE. | 2 | 1 | 2 | |
| Working adjacent to Road or footpath | Public interface, hit by traffic | 4 | 3 | 12 | All appropriate PPE will be worn, depending on locations signage and cones will be put out to warn the public about any works in the area, by the client or Walcon. Plan unloading area to be clear of moving vehicles. | 3 | 1 | 3 | |
| Use of substances hazardous to health | Allergic reaction, blindness, Death | 5 | 3 | 15 | COSHH assessment must be read prior to using any hazardous substance, all operatives will wear the appropriate PPE, Suitable spill kits will be available, and First aid kits with eye wash are in the vehicles. | 3 | 3 | 9 | |
| Lone Working Unsociable Hrs | Fatigue | 4 | 2 | 8 | There will be NO lone working on any Walcon projects. Normal working hours are between 0700 –1800 should out of hours work be required we will inform any residents by way of letter drop prior to the work. Operatives will have a min of 10hrs break between shifts to manage fatigue. | 2 | 1 | 2 | |

Supervisor:

Print Name:

Signature:

Date:

Please document below, any risks and control measure not included above.

| Activity/Task | Controls Measures, Required/Implemented |
|---------------|---|
| | |

Report No:

Incident Report

Date of Incident: Time of Incident:

Person/s Involved:

Address/Location:

Phone Number/s:

Details of Incident:

Name of Injured Person/s:

Type of Injury:

Does the Injury Require Hospital Treatment or a Physician? Yes No (Delete as appropriate)

Hospital Name:

Address:

Phone Number:

Was the Injury RIDDOR Reported? Yes No (Delete as appropriate)

Damage to Material or Property? Yes No (Delete as appropriate)

Details of Damage:

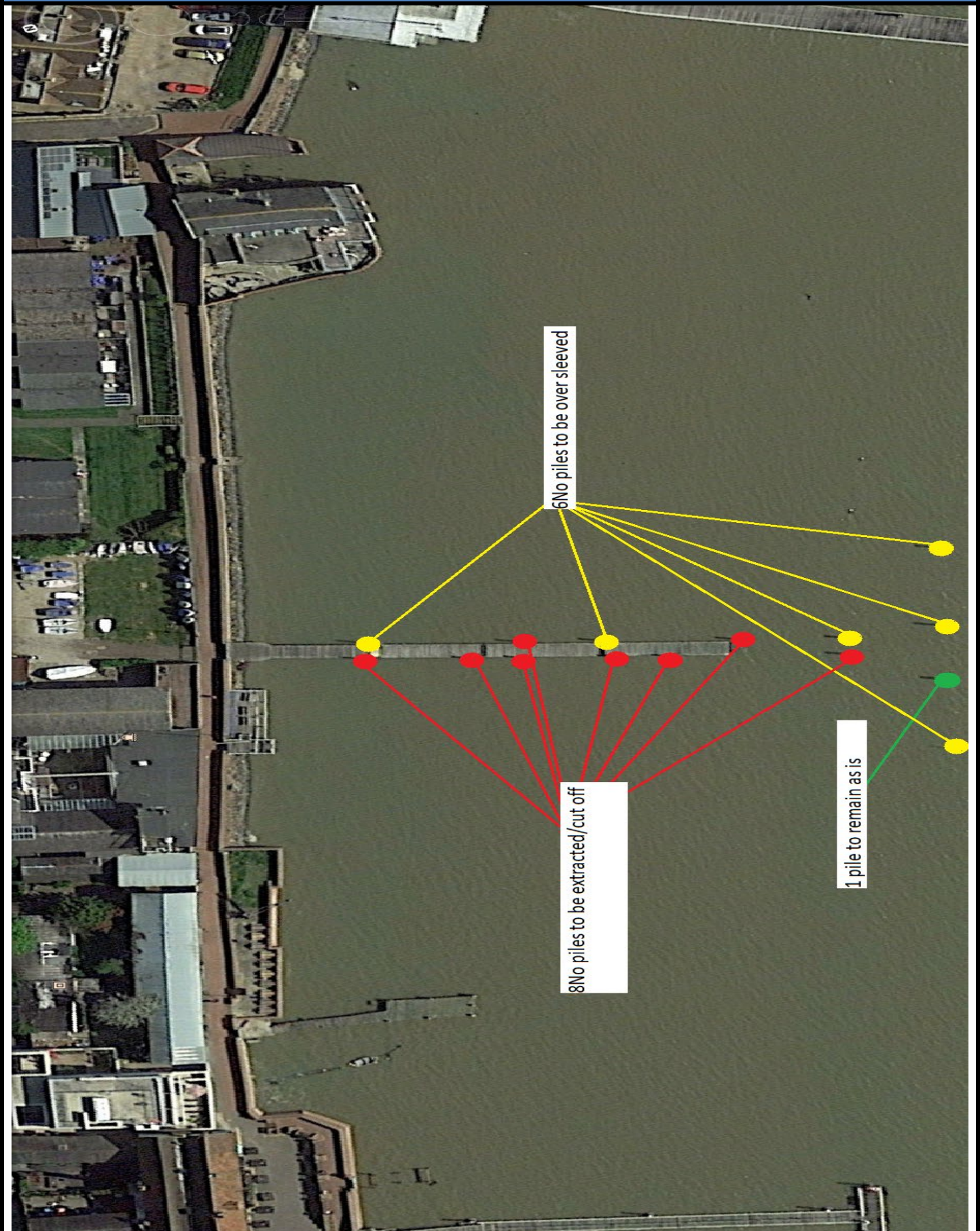
Important Notes and Information:

Completed By:Signature: Date:

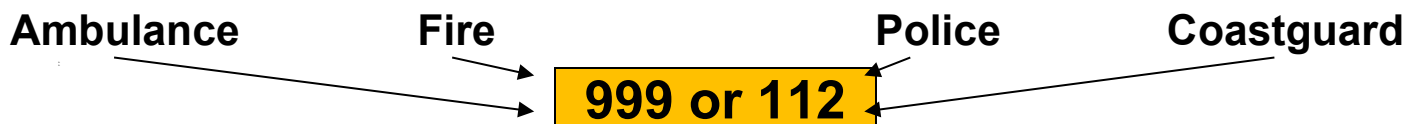
Site Access Diagram



Work Area Diagram



EMERGENCY PLAN - DETAILS & CONTACTS



| SITE ADDRESS | GRID REFERENCE |
|--|--------------------------|
| Royal Burnham Yacht Club Burnham-on-Crouch Essex CM0 8AU Tel: 01621 782044 | 51°37'26.8"N 0°49'12.5"E |
| | ACCESS POINT |
| | River Crouch |
| | NEAREST JUNCTION |
| | Shore Road |
| | TYPE OF ACCESS |
| | Highway |

| MOBILE PHONE STRENGTH | | | | | | | |
|--|---------|-----------|---------|-------------------|---------|----------|---------|
| Vodafone | Good 2G | O2 | Good 2G | Orange/ EE | Good 2G | 3 | Good 3G |
| Nearest telephone point: Marina Office | | | | | | | |

| OTHER TELEPHONE NUMBERS | |
|-------------------------|--------------|
| Walcon Office | 01489 579977 |
| James Walters | 07768 251767 |
| Wayne May | 07387 022744 |

| NEAREST A & E HOSPITAL | MINOR INJURY CLINIC |
|--|--|
| Southend Hospital Prittlewell Chase Westcliffe-on-Sea SS0 0RY Tel: 01702 435555 | Sheppey Community Hospital Plover Road Minster-on-Sea ME12 3LT Tel: 01795 879100 |

| UTILITY COMPANIES | |
|--------------------------|---------------|
| ELECTRICITY | 0800 404 090 |
| GAS | 0800 111 999 |
| WATER | 01243 642 105 |
| TELECOMS OPENREACH | 0800 023 2023 |
| ENVIRONMENTAL AGENCY | 0800 807 060 |
| BRITISH TRANSPORT POLICE | 0300 12302211 |

| ASSEMBLY POINT |
|----------------|
| Parking area |

Do not speak to the press or media representatives

| | |
|--|--|
| EMERGENCY CARD Please carry this card with you during operations POLICE – FIRE – AMBULANCE 999 | SITE ADDRESS Royal Burnham Yacht Club (NRST) POST CODE CM0 8AU GRID REFERENCE 51°37'26.8"N 0°49'12.5"E |
|--|--|

| | |
|--|--|
| EMERGENCY CARD Please carry this card with you during operations POLICE – FIRE – AMBULANCE 999 | SITE ADDRESS Royal Burnham Yacht Club (NRST) POST CODE CM0 8AU GRID REFERENCE 51°37'26.8"N 0°49'12.5"E |
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| EMERGENCY CARD Please carry this card with you during operations POLICE – FIRE – AMBULANCE 999 | SITE ADDRESS Royal Burnham Yacht Club (NRST) POST CODE CM0 8AU GRID REFERENCE 51°37'26.8"N 0°49'12.5"E |
|--|--|

UNDERSTANDING AND ACCEPTANCE OF JOB PACK

Job Packs are produced and briefed to appropriate contract personnel and all workers concerned. The significant findings from the risk assessment and work process shall be communicated to those undertaking the works in the form of a Site Safety Briefing. This briefing shall be given prior to the work being undertaken and records of such briefings retained on site. Briefings will be repeated regularly and when necessary to refresh managers, supervisors and workers so to minimise any related risk.

[illegible]

If at any time operatives feel the safe system of work is not sufficient or they are in doubt of task, they must speak to the Walcon Site Supervisor immediately, who should in turn review the Method statement and risk assessment, if this still requires clarification work must stop and the Walcon Project Manager should be contacted to resolve the issues.

APPENDIX

- **Covid-19,return to work & risk assessment**
- **Walcon Company insurance**
- **Predator Charters RAMS**

COVID-19 and Return to Work

Jan 2021

Notice to all staff

This document sets out the procedures Walcon and its staff need to take to be able to return to work whilst the COVID-19 health crisis is still ongoing. It has been drafted taking into account the latest Government guidelines and Health and Safety regulations.

The Directors would like to thank all staff for their assistance in implementing any new and additional procedures.

This document and the procedures are part of the company's operating procedures and should be complied with accordingly and will be updated as the situation changes.

Business Guidance

The latest Government advice is that companies that are not required to close should carry on working. Walcon is not in a "required to close" category.

It is recommended that people should work from home if possible. As you are aware much of Walcon's work cannot be actioned from home.

With this in mind, and to ensure we preserve the business and try to meet our customer's requirements we have taken the decision to re-start our manufacturing and installation processes.

We have not taken this decision lightly. These are challenging times and we are re-opening in difficult circumstances so we would ask for your full co-operation to ensure we can restart and continue to work safely.

Working safely with COVID-19

To comply with legislation, government guidance and to lessen the spread of the virus we all have a role to play in order to protect ourselves and our colleagues.

Travel - to, during and from work

When travelling to and from work or during work you must social distance as much as possible.

Use of private vehicles and car pooling:

- When using a private vehicle to make a journey that is essential (to and from work), cars should only be shared by members of the same household. Those who normally share a car with people who are not members of their own household for a journey that is essential

should consider alternatives such as walking, cycling and public transport if you can maintain a distance of 2 metres from others.

- If there is no option but to share a car or company vehicle with people who are not part of the same household, journeys should be shared with the same individuals and with the minimum number of people at any one time.
- Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission. Private vehicles that are used by people from multiple households should be cleaned regularly using gloves and standard cleaning products with particular emphasis on handles and other areas where passengers may touch surfaces.

Office and Site Cleaning

Arrangements will be in place to carry out extra cleaning for all touchpoints on entry to and within our offices and production facilities.

Social distancing

During the working day

Everyone should keep at least 2m apart all the time it is possible to do so. This means not congregating together to take a break, chat or discuss work matters.

If you can, do not work facing each other but side by side.

Keep unnecessary noise to a minimum in the work place, this helps avoid people having to shout or move closer to listen to instructions.

Breaks

Individual shops will stop at different times during the day so breaks can be staggered. When using the kitchen areas and messroom use the space one-at-a-time or keep as far apart as possible from others respectively.

PPE provision

The government is not advising the wearing of surgical grade face masks in any environment other than healthcare.

You should ensure you comply with the usual Health and Safety regulations and wear PPE for the appropriate jobs. **DO NOT share** safety glasses, lifejackets, hard-hats, gloves or face masks with others.

If, for safety or operational reasons you need to work *closely* with another worker use appropriate PPE such as a face mask and gloves.

Personal hygiene

AS A MINIMUM wash or sanitise your hands:

- on arrival at work and before you depart for home
- before you eat or drink anything

- before you take a cigarette break
- if you handle tools or equipment that others have used.

Ensure you wash your hands often for at least 20 seconds with soap and water – use hand sanitiser if there is no running water close by.

Welfare

We would encourage you to bring your own food to work to avoid sharing with others or going out to use local shops during the day.

Keep the windows of enclosed machinery or enclosed spaces open for ventilation and be careful to avoid touching your face at all times.

The inside of cabs should be regularly cleaned, particularly between use by different operators.

Mental well being

We recognise the COVID-19 crisis is having a huge impact on everyone. If you are experiencing any difficulties we would encourage you to seek advice and assistance. In the first instance you should talk to your line manager. Your discussion will be treated in the strictest confidence.

Installations

We recognise there may be specific challenges when working on installations and are addressing issues such as social distancing and provision of welfare units or spaces where you can social distance.

Please help yourself and others by complying with any new or additional procedures we put in place.

Meetings

We encourage all staff to communicate electronically rather than in person, even within the office and site. This complies most effectively with the need for social distancing.

If it is impossible to communicate electronically the meeting should be for the smallest number of people in the largest space with appropriate social distancing. Avoid sharing paper notes and stationery.

Waste

There is a change to the disposal of used masks. These should be treated as if they are biologically hazardous waste. They should be placed into a plastic bag at the end of the session/shift. We can dispose of them as general waste after 72 hours.

Do not touch the bags after you have disposed of the waste unless you are usually tasked with waste disposal.

COVID-19

COVID-19 is an invisible and dangerous virus with symptoms that may include: fever, new persistent cough, loss of sense of smell/taste and difficulty breathing. Those symptoms can be mild or, so mild that you are not really aware that you have it (asymptomatic).

The COVID-19 virus is transferred between people by inhaling droplets in the air through coughing, sneezing or exhaling close to people or, by touching things or people that the droplets have settled on and then transferring this to your face and into yourselves.

It is not yet known for sure how long the virus survives on surfaces.

If you have coronavirus symptoms

If you feel unwell with symptoms of coronavirus or have household members who have symptoms, do not come to work.

You should remain at home and isolate until clear or confirmed clear with a test. The test can be requested on the following site: <https://self-referral.test-for-coronavirus.service.gov.uk/test-type> . Vulnerable and shielded individuals should also remain at home as advised.

If you feel unwell at work tell your line manager. You should go home and follow the guidance for self-isolating.

Seek emergency help if the symptoms are severe.

Self-isolation time includes the day your symptoms start and the next 10 full days.

You can return to your normal routine and stop self-isolating after 10 full days if your symptoms have gone, or if the only symptoms you have are a cough or anosmia (loss of taste/smell), which can last for several weeks. If you still have a high temperature after 10 days or are otherwise unwell, stay at home and seek medical advice.

If you live with someone who has symptoms, self-isolate for 10 days from the day **their** symptoms started. This is because it can take 10 days for symptoms to appear.

If more than 1 person at home has symptoms, self-isolate for 10 days from the day the first person started having symptoms.

- **If you get symptoms while self-isolating** – you should self-isolate for 10 days from when your symptoms started, even if it means you're self-isolating for longer than 10 days.
- **If you do not get symptoms while self-isolating** – you can stop self-isolating after 10 days.

Use the 111 online coronavirus service if you have either:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

These are the main symptoms of coronavirus. The 111 online coronavirus service will ask about your symptoms and tell you what to do (it is: <https://111.nhs.uk/covid-19/>) Only telephone 111 if you cannot get help online.

| Date | Location/Activity | Completed by | Review date |
|-----------|-----------------------------------|---------------------------|-------------|
| 18 Nov-20 | Walcon Offices, factory and sites | J Sullivan Safety Advisor | 18 Jan-21 |

Description of activity

General work activities in Walcon facilities, on client sites and in moving between these places has the potential to expose workers and others to the transmission of the COVID-19 virus.

Background

There is a global pandemic of COVID-19, a new corona virus.

Research is still ongoing as to the precise behaviour of the virus but it has been established that the virus is highly infectious and can cause death. There are no definitive statistics on the proportion of the population who have been or may be infected with the virus. The Reproductive value (R number) has been estimated initially as high as 3 and fluctuated during the second wave – currently it is now estimated as 1.0 – 1.2

Research and death statistics are indicating that certain groups of the population are more vulnerable. The Government has produced guidance on identifying extremely vulnerable and vulnerable groups of people. It has also issued guidance regarding those over 70 and those with certain underlying health conditions.

The Government guidelines vary according to infection levels and tiers and national measures. In general those who can work from home should do so but those that can return to work safely should do so. This risk assessment is written against the background of that guidance and is undertaken to put in place controls to reduce the risk of transmission of COVID-19 within the workplace.

This risk assessment will be reviewed continuously against the general population's risk level from COVID-19 as indicated by the Government's COVID-19 Control Alert system and will be updated accordingly.

Significant findings

Given the controls required by the Government under the Government regulations and those put in place by us the risk of transmission of COVID-19 is moderate and we understand the consequences of infection and the illness could still be catastrophic despite better therapies.

The business is working as required by government and public health service's advice with social distancing in workplaces and increased personal hygiene requirements by all workers at all times at all locations.

| Activity / Plant / Material | Hazards | Who might be at Risk? | Assessment (Uncontrolled) S x L = R | | | Control Measures | Assessment (Controls Implemented) S x L = R | | |
|-----------------------------|---|------------------------------------|--|---|----|---|--|---|---|
| | | | S | L | R | | S | L | R |
| Returning to work | Contraction of COVID-19 virus due to proximity or transfer of virus between infected people resulting in illness ranging from mild to severe, hospitalisation and death | Workers | 5 | 3 | 15 | <p>Using Government guidelines, assess workforce for ability to work from home.</p> <p>If required to work on site, do so, EXCEPT if:</p> <ul style="list-style-type: none"> in a 'vulnerable' category or shielding over 70 and/or have pre-existing conditions have COVID-19 symptoms and are isolating in an isolating household <p>under Government travel quarantine provisions</p> | 5 | 1 | 5 |
| Travelling to/from work | As above | Workers | 5 | 3 | 15 | <p>Advise workers to comply with Government COVID-19 transport and travel guidance</p> <ul style="list-style-type: none"> Social distancing by all workers in transit to and from work Restricted use of shared transport including work vehicles – good ventilation, cleaning of touchpoints, hand sanitiser in company vehicles Personal hygiene – hand washing on arrival at work or home Any worker with symptoms to self-isolate at home and not attend for work until clear or tested and clear as government advises – also applies to workers in a household that is isolating due to symptoms. | 5 | 1 | 5 |
| All working environments | As above | Workers Visitors Contractors | 5 | 3 | 15 | <p>Consult with workers on return to work procedures and risk assessments to ensure clear understanding and promote compliance with guidelines and new working procedures and practices.</p> <p>Provide and display written advice on Government Guidelines and measures taken by the company to comply.</p> | 5 | 1 | 5 |

| | | | | | | | | | |
|--|----------|------------------------------------|---|---|----|---|---|---|---|
| | | | | | | <p>Provide/identify point of contact/feedback for workers for issues relating to COVID-19</p> <p>Issue advice to all workers to report any symptoms of COVID-19 and then to return home and self-isolate</p> <p>Display Government guidance poster</p> | | | |
| Office work at a permanent Walcon site | As above | Workers Visitors Contractors | 5 | 3 | 15 | <ul style="list-style-type: none"> • Social distancing measures in all areas both working and welfare • Home working if possible for the individual role. • Staggered breaks for departments where appropriate • Increased cleaning regime – higher frequency and emphasis on all touchpoints in buildings • Essential visitors or contractors by appointment only and notices to abide by new social distancing arrangements • Use technology for electronic meetings where possible • Restricted meetings in spaces where distancing can be preserved • Provision of hand sanitiser at multiple locations in shared spaces • Information provision on personal hygiene to all staff and visitors • No hot-desking • Bring own food to site and stay on site for the shift where possible | 5 | 1 | 5 |
| Production work at a permanent Walcon site | As above | Workers Contractors | 5 | 3 | 15 | <p>As all above plus:</p> <ul style="list-style-type: none"> • Eliminate or avoid working face-to-face, use face masks and limit duration of close working tasks where necessary • Pauses in production for cleaning of shared tools and plant • Limit number of different users of plant during shifts where practicable | 5 | 1 | 5 |

| | | | | | | | | | |
|------------------------------------|----------|--|---|---|----|--|---|---|---|
| | | | | | | <ul style="list-style-type: none"> • Increase ventilation in areas and plant where possible. • Increased cleaning regime – higher frequency and emphasis on all touchpoints in work areas - items of plant, control switches and tools • Working departments/teams to minimise interchanging staff members between teams to lessen social interaction. • Disposable PPE (face and gloves) is to be bagged and stored as hazardous waste for 3 days before general disposal | | | |
| Installation work at a client site | As above | Workers Visitors Contractors Client staff | 5 | 3 | 15 | As all above plus: <ul style="list-style-type: none"> • Self-contained welfare arrangements for installation workers • Site supervisor to liaise with client on both party's control measures to maintain good social distancing and hygiene and welfare arrangements for workers and visitors at site | 5 | 1 | 5 |
| Welfare | As above | Workers Visitors | 5 | 3 | 15 | Bring own food to site and stay on site for the shift where possible Staggered breaks for departments where appropriate Configuring canteen/rest room seating and tables to maintain spacing and reduce face-to-face interactions. Providing hand wash facilities/sanitiser in close proximity to rest/mess rooms Providing cleaning materials and disposable paper towels for wiping surfaces and shared utensils, crockery and machines Clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved as much as possible | 5 | 1 | 5 |

| | | | | | | | | | |
|-------------------------|------------------------------------|---------|---|---|---|--|---|---|---|
| Admin working from home | Deterioration of mental well being | Workers | 5 | 1 | 5 | <ul style="list-style-type: none"> Follow public health advice on social distancing and exercise appropriately Ensure daily contact with and from line manager and colleagues Report symptoms and update on isolation | 5 | 1 | 5 |
|-------------------------|------------------------------------|---------|---|---|---|--|---|---|---|

KEY: **S** = Severity Rating **L** = Likelihood of Occurrence **R** = Risk Rating

| | | R: | | | | | | Risk Interpretation: | |
|----|---|----|----|----|----|----|--|---|--|
| S: | 5 | 5 | 10 | 15 | 20 | 25 | | Unacceptable risk. Plan out or add further control measures | |
| | 4 | 4 | 8 | 12 | 16 | 20 | | Acceptable only if no other method viable and with high level controls in place | |
| | 3 | 3 | 6 | 9 | 12 | 15 | | Acceptable with suitable control measures | |
| | 2 | 2 | 4 | 6 | 8 | 10 | | Acceptable. No further action required | |
| | 1 | 1 | 2 | 3 | 4 | 5 | | | |
| L: | | 1 | 2 | 3 | 4 | 5 | | | |

| Severity: | | Likelihood: | |
|------------------|------------------------------------|--------------------|------------------------|
| 1 | No injury | 1 | Unlikely, unexpected |
| 2 | Minor injury | 2 | Possible, rare |
| 3 | Major injury to 1 person | 3 | Expected, 50/50 chance |
| 4 | Major injury to more than 1 person | 4 | Regular, not again |
| 5 | Death / multiple deaths | 5 | Frequent, Often |

CONFIRMATION OF INSURANCE

Policy Holder : Walcon Ltd and Walcon Marine Ltd

Address : Walcon House Issuing Office : Gail House
 3 Cockerell Close 5 Lower Stone Street
 Fareham Maidstone
 PO15 5SR ME15 6NB

Business Description : Marine Industry. Marina component manufacturer, supplier and installation, yacht harbour designers and manufacturers, civil engineers, piling and property owners.

Public, Products & Employers Liability

Period of Cover : 1 August 2020 to : 31 July 2021

Limit of Indemnity : Public Liability - any one occurrence £5,000,000
 Products Liability - any one occurrence and in aggregate in the period of insurance £5,000,000
 Employers Liability - any one occurrence £15,000,000

Insurer : Chubb European Group SE
 Policy No : 47UKC16791
 Indemnity to Principal: Yes
 Excess: £5,000 any one occurrence in respect of Third Party Property Damage

Excess layer Public & Products Liability

Period of Cover : 1 August 2020 to : 31 July 2021

Limit of Indemnity: Public Liability: £5,000,000 in excess of primary: £5,000,000
 Limit applies to any one occurrence.

Products Liability: £5,000,000 in excess of primary: £5,000,000
 Limit applies in aggregate in the period of insurance.

Insurer : Zurich Insurance Plc
 Policy No : FM895172

Contract Works

Period of Cover : 2 August 2020 to : 1 August 2021

Sum Insured : Works, temporary works and materials for use in connection therewith for which the Insured is responsible including transit to and from the contract site. £3,500,000

Insurer : Chubb European Group SE
 Policy No : 94UK308900
 Excess: £1,000 - each and every claim other than as stated below
 £1,000 - each and every claim in respect of theft and malicious damage
 £100 - each and every claim in respect of Personal Effects

Professional Indemnity

Period of Cover : 18 August 2020 to: 17 August 2021

Limit of Indemnity : £6,500,000 Each occurrence and in the aggregate in the period of insurance

Insurer : International Transport Intermediaries Club Ltd

Policy No : 8259

Excess: £25,000 each occurrence

All policies are subject to terms and conditions as specified in the policy wording and other associated documents.

We have placed the insurance which is the subject of this letter after consultation with the client and based upon the client's instructions only. Terms of coverage, including limits and excess are based upon information provided to us by insurers.

This letter is issued as a matter of information only and confers no right upon a third party other than those provided by the policy. This letter does not amend, extend or alter the coverage afforded by the policies described herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this letter may be issued or pertain, the insurance afforded by the policy (policies) described herein is subject to all terms, conditions, limitations, exclusions and cancellation provisions and may also be subject to warranties. Limits shown may have been reduced by paid claims.

We express no view and assume no liability with respect to the solvency or future ability to pay of any of the insurance companies which have issued the insurance(s).

We assume no obligation to advise any third party of any developments regarding the insurance(s) subsequent to the date hereof. This letter is given on the condition that you forever waive any liability against us based upon the placement of the insurance(s) and/or the statements made in this letter (to the extent such waiver is legally permitted).

This letter may not be reproduced by you or used for any other purpose without our prior written consent.

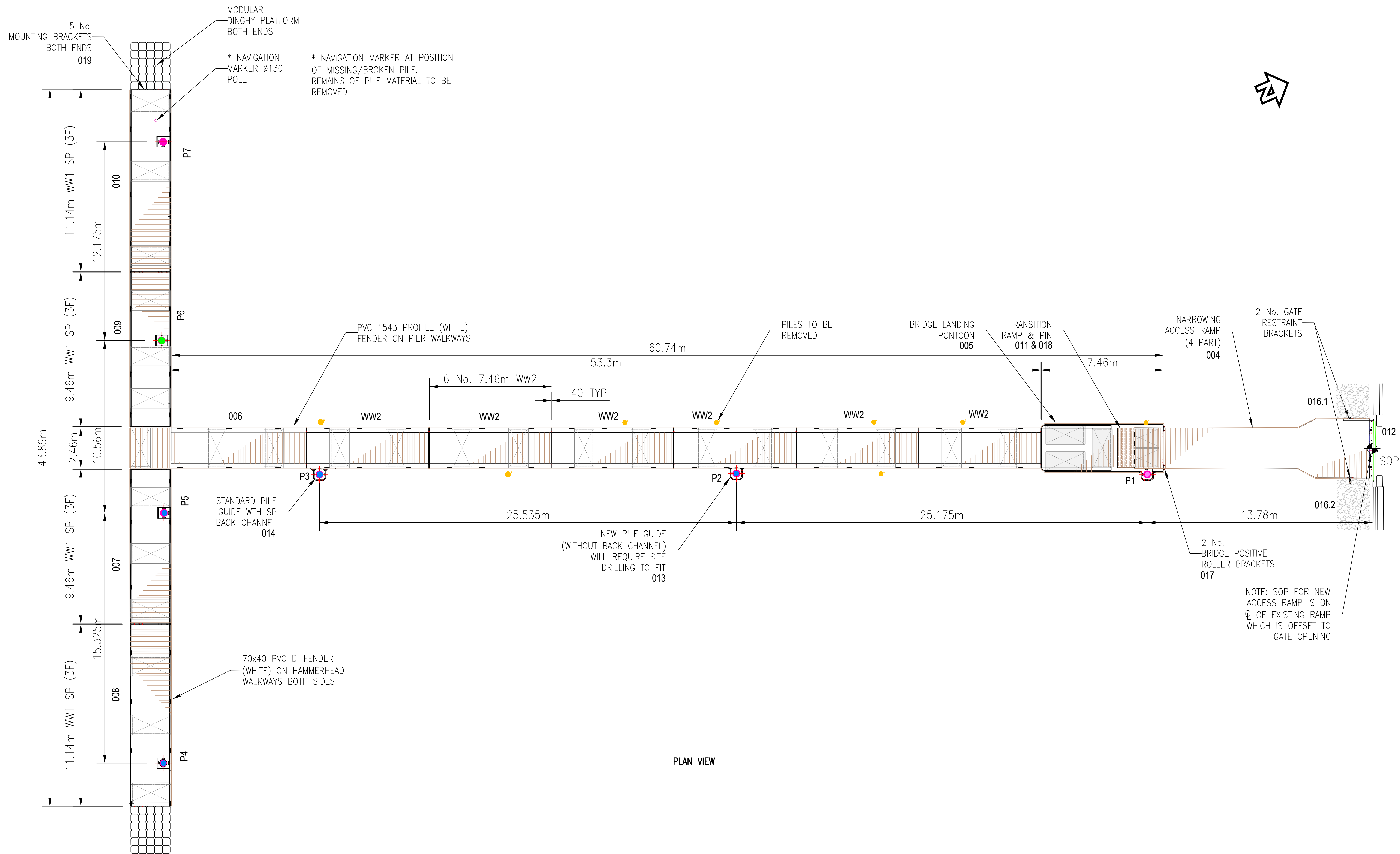
This letter shall be governed by and shall be construed in accordance with English law.

Please Quote Client Ref: 9991332

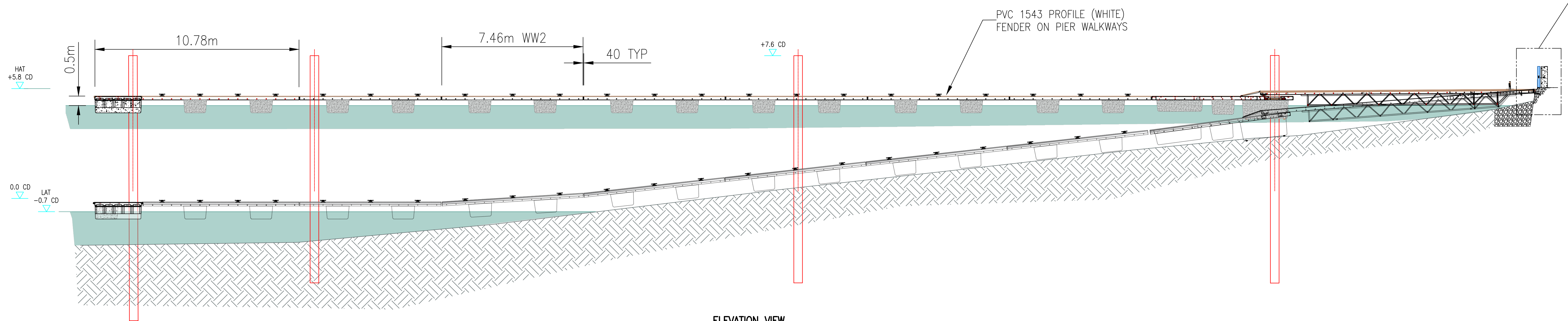
Date: 30th July 2020



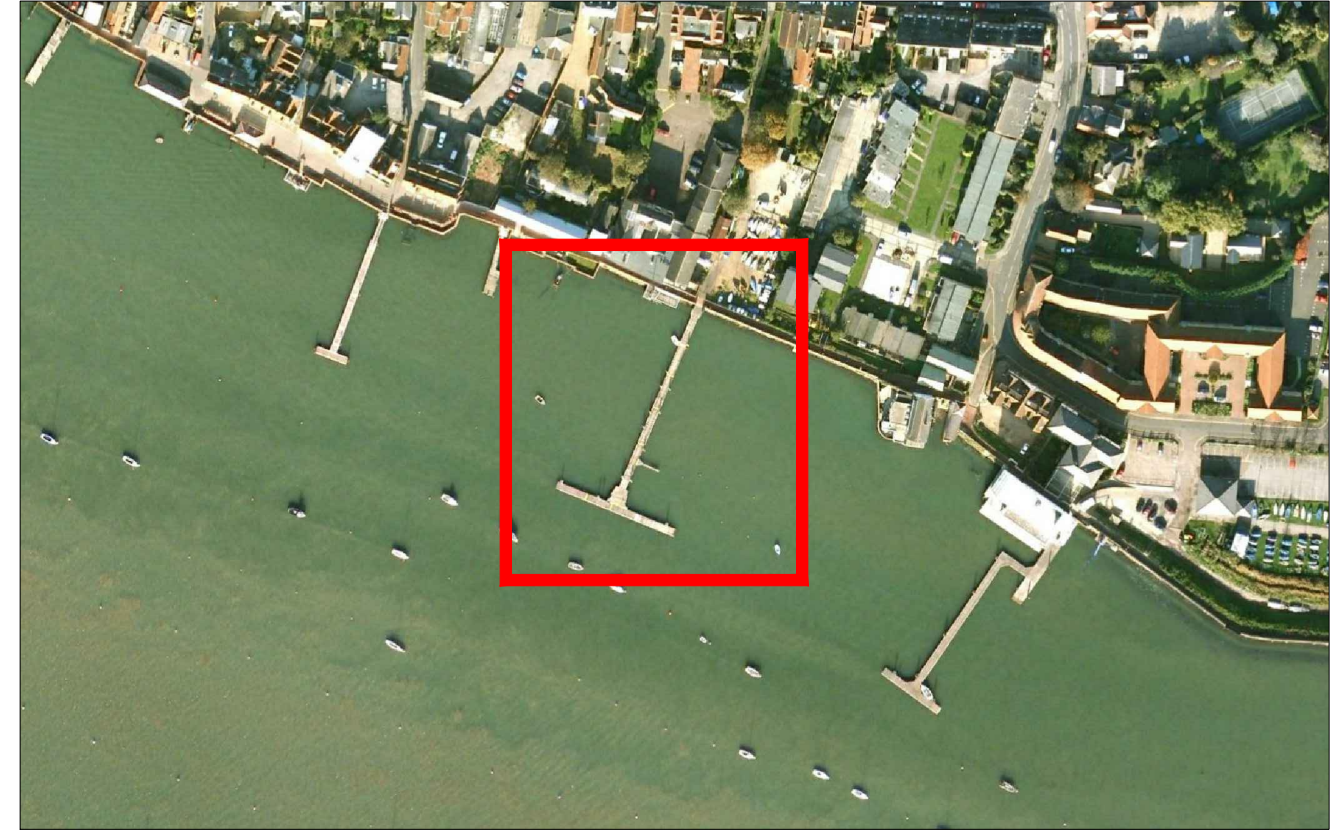
Alicia Daley
Account Manager



PLAN VIEW

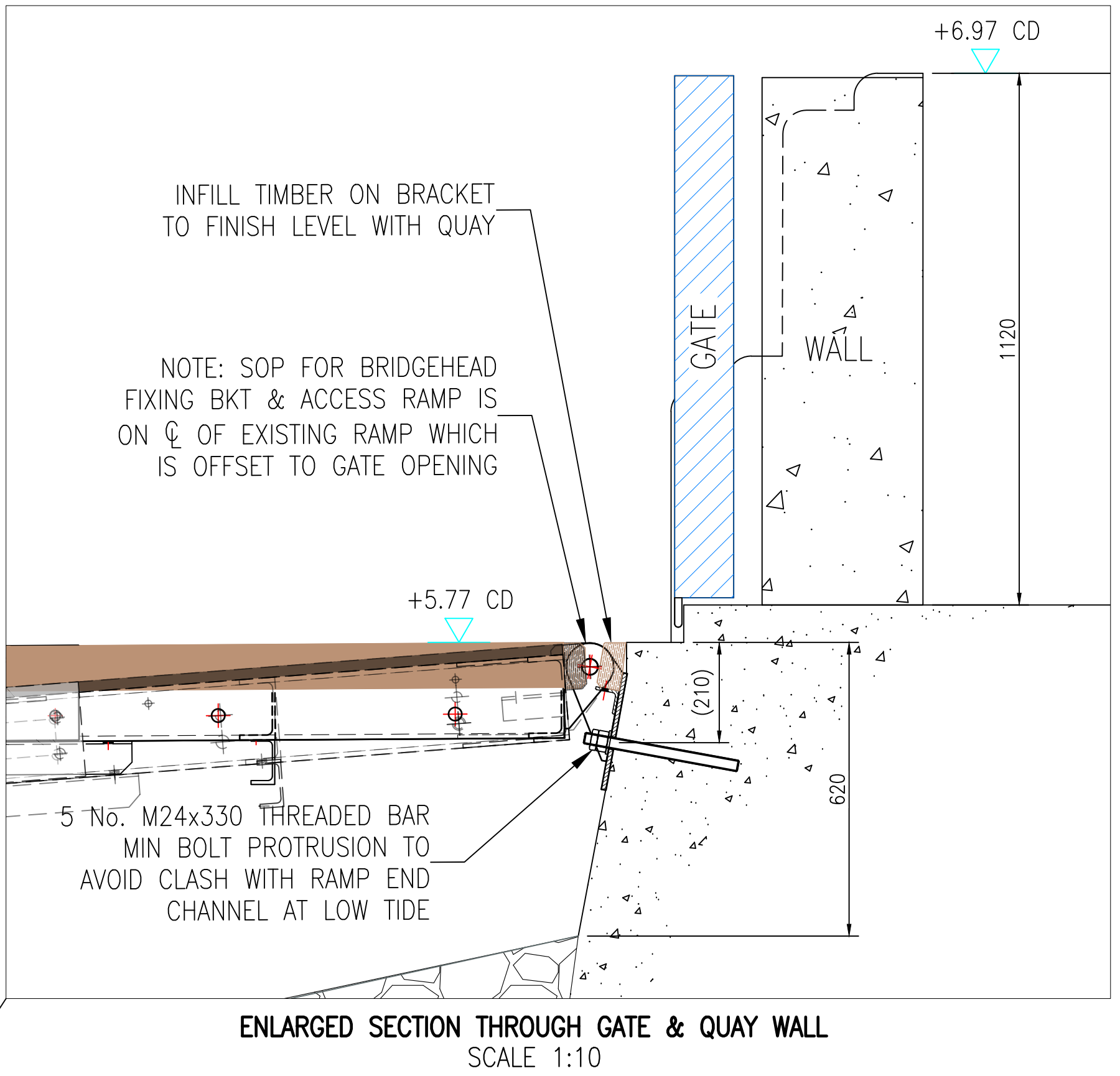


ELEVATION VIEW

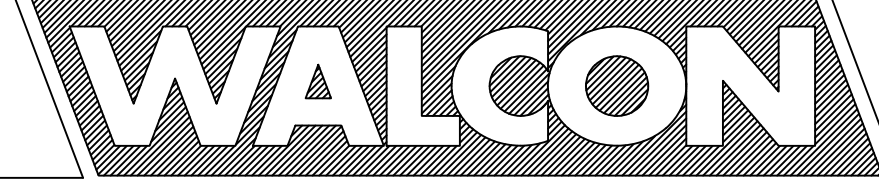


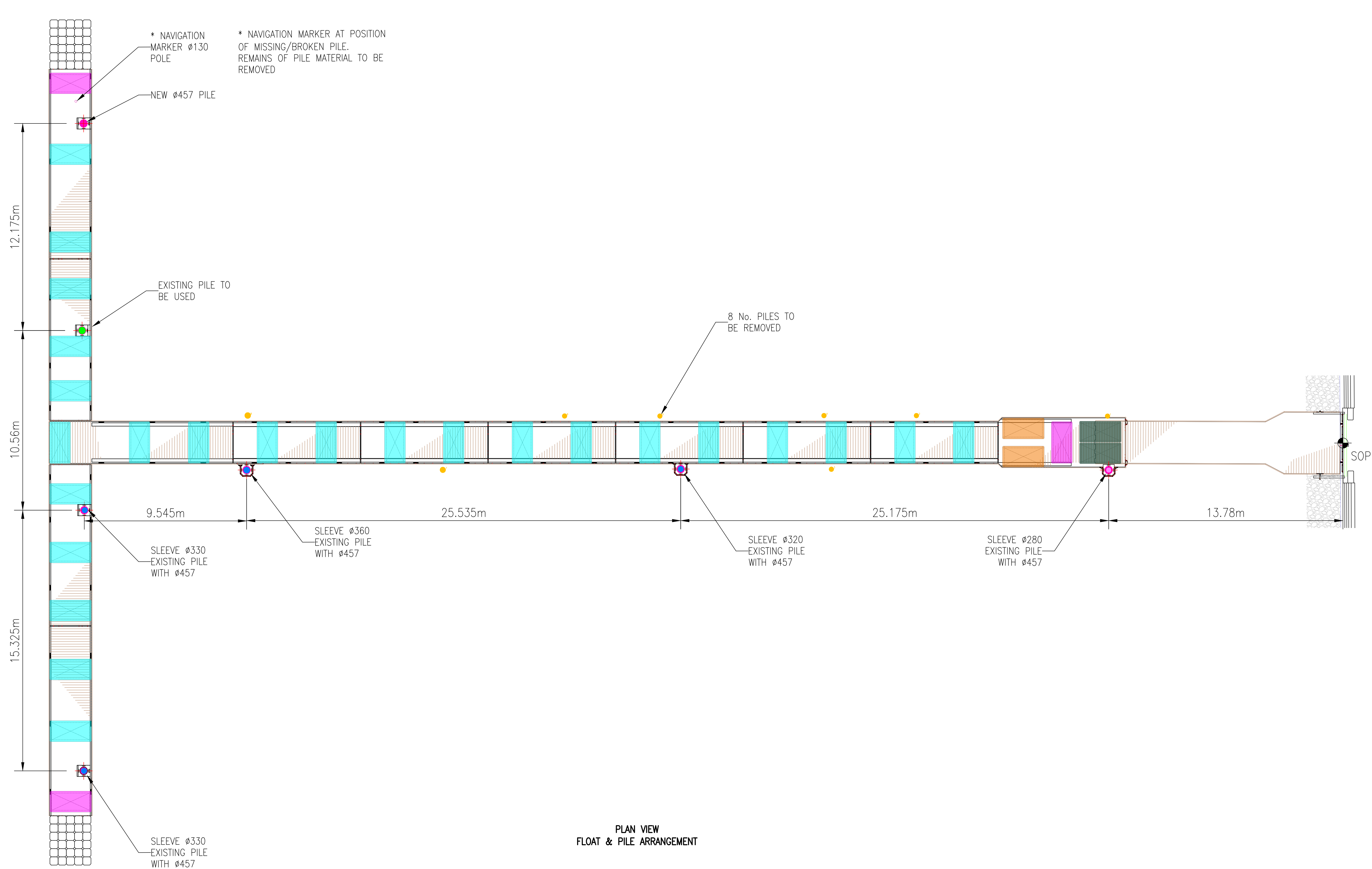
SITE LOCATION
SCALE 1:250

| M0552 ROYAL BURNHAM YACHT CLUB - EQUIPMENT SCHEDULE | | | |
|---|---|---------|-----|
| ITEM | DESCRIPTION | DRG No. | QTY |
| 1 | NARROWING ACCESS RAMP (4 PART) 14.4m x 3.6m-2.5m | 004 | 1 |
| 2 | BRIDGE LANDING Ø457 IPG PONTOON 2.9m WIDE x 7.5m LONG | 005 | 1 |
| 3 | END PONTOON WALKWAY 2.46m WIDE x 10.8m LONG | 006 | 1 |
| 4 | Ø457 IPG HH PONTOON WALKWAY 2.46m WIDE x 9.46m LONG | 007 | 1 |
| 5 | Ø457 IPG HH PONTOON WALKWAY 2.46m WIDE x 11.14m LONG | 008 | 1 |
| 6 | Ø406 IPG HH PONTOON WALKWAY 2.46m WIDE x 9.46m LONG | 009 | 1 |
| 7 | Ø457 IPG HH PONTOON WALKWAY 2.46m WIDE x 11.14m LONG | 010 | 1 |
| 8 | TRANSITION RAMP 2.4m x 1m ALUMINIUM | 011 | 1 |
| 9 | BRIDGEHEAD FIXING BRACKET TO SUIT 3.6m WIDE SP ACCESS RAMP | 012 | 1 |
| 10 | PILE GUIDE TO SUIT Ø457 PILE (WITHOUT BACK CHANNEL) | 013 | 1 |
| 11 | PILE GUIDE TO SUIT Ø457 PILE WITH SPECIAL BACK CHANNEL | 014 | 1 |
| 12 | RH GATE RESTRAINT BRACKET | 016.1 | 1 |
| 13 | LH GATE RESTRAINT BRACKET | 016.2 | 1 |
| 14 | BRIDGE POSITIVE ROLLER BRACKETS (INC Ø100x200 ROLLER & PIN) | 017 | 2 |
| 15 | RAMP SP HINGE PIN 2470mm | 018 | 1 |
| 16 | VERSADOCK MOUNTING BRACKETS | 019 | 10 |
| 17 | WW2 EX SIBS 2.46m WIDE x 7.46m LONG | | 6 |
| 18 | 1 TONNE MOORING CLEATS MH04 | | 70 |
| 19 | GRP LADDER S RING YELLOW & BRACKETS MH03 | | 4 |
| 20 | LIFEBELT & STAND MH02 | | 1 |
| 21 | MODULAR PONTOON RAMPS 2.9m x 2.5m | | 2 |
| 22 | Ø30x140 SS A4 HINGE PIN | | 2 |
| 23 | EZE CON - M24x120 SET, CASTLE NUT, Ø5 PIN & Ø100x50mm RUBBER | | 36 |
| 24 | E2S CON - M24x140 SET, CASTLE NUT, Ø5 PIN & Ø100x75mm RUBBER | | 8 |
| 25 | BH BKT M24x330 LG SS THREADED BAR c/w NUT, LOCKNUT & 2x WASHER | | 5 |
| 26 | FLOAT FIXING SET - M16 NUT SET, LOCK WASHER & 2x Ø50x5mm RUBBER | | 128 |
| 27 | PG CON - M20x50 SET & LOCK NUT GALV | | 12 |
| 28 | PG CON - M24x70 SET & LOCK NUT GALV | | 4 |
| 29 | LADDER CON - M24x70 SET & LOCK NUT GALV | | 8 |
| 30 | LADDER CON - M12x90 NYLOCK NUT 2x WASHER SS | | 16 |
| 31 | ROLLER BKTS M20x50 SET & LOCK NUT GALV | | 8 |
| 32 | VERSADOCK BKTS M12x50 SET & LOCK NUT GALV | | 20 |
| 33 | VERSADOCK BKTS M16x200 SET & LOCK NUT GALV | | 10 |
| 34 | GATE REST BKTS M20x70 SET & LOCK NUT GALV | | 8 |



ENLARGED SECTION THROUGH GATE & QUAY WALL
SCALE 1:10

| | | | |
|---|---------|------------------------------|-------------------------|
| | | | |
| | | | |
| B | AJR | 13.01.21 | NAV MARKER NOTE UPDATED |
| B | J.A | 14.12.20 | SCHEDULE UPDATED |
| REV. BY | DATE | DESCRIPTION | |
| CLIENT | | | |
| ROYAL BURNHAM YC | | | |
| BURNHAM ON CROUCH | | | |
| TITLE | | | |
| HAMMERHEAD & WALKWAY PONTOON | | | |
| REPLACEMENT | | | |
| GENERAL ARRANGEMENT | | | |
| DRAWN | CHECKED | DATE | SCALE |
| AJR | | 01.08.20 | 1:100 UOS |
|  | | | |
| Segensworth West, Fareham, Hampshire PO15 5SR | | | |
| Telephone: 01489-579977 | | | |
| Facsimile: 01489-579988 | | | |
| ORDER NUMBER. | | CAD PATH. C:\DRAWINGS\OPEN\W | |
| DRAWING NO. | | M0552-015 SHT1 | REV. B |



PLAN VIEW
FLOAT & PILE ARRANGEMENT

1. 1 No. NEW ø457 PILE
2. 1 No. ø280 PILE SLEEVED WITH ø457
3. 4 No. ø330 PILES SLEEVED WITH ø457
4. 1 No. ø410 PILE TO BE RETAINED
5. 8 No. ø280 & ø330 PILES TO BE REMOVED

- CF10 8' x 4' x 2' 0" QTY = 2 OFF
- CF01 8' x 4' x 2' 3" QTY = 25 OFF
- CF04 8' x 4' x 2' 6" QTY = 3 OFF
- CFSP 8' x 4' x 3' 3" QTY = 2 OFF

TOTAL QTY = 32 OFF

| | | | |
|---|---------|------------------------------|-------------------------|
| | | | |
| | | | |
| B | AJR | 13.01.21 | NAV MARKER NOTE UPDATED |
| A | J.A | 14.12.20 | SHEET 1 UPDATED |
| REV. | BY | DATE | DESCRIPTION |
| CLIENT | | | |
| ROYAL BURNHAM YC BURNHAM ON CROUCH | | | |
| TITLE | | | |
| HAMMERHEAD & WALKWAY PONTOON REPLACEMENT | | | |
| GENERAL ARRANGEMENT | | | |
| DRAWN | CHECKED | DATE | SCALE |
| AJR | | 01.08.20 | 1:100 UOS |
| WALCON | | | |
| Segensworth West, Fareham, Hampshire PO15 5SR Telephone: 01489-579977 Facsimile: 01489-579988 | | | |
| ORDER NUMBER. | | CAD PATH. C:\DRAWINGS\OPEN\W | |
| DRAWING NO. | | M0552-015 SHT2 | REV. B |

Predator Charters Marine Ltd

c/o 22 Sandringham Road, Southend on sea Essex SS1 2UQ

Tel 01702 613500 Mobile 07958664602 email predatorcharters@blueyonder.co.uk

Website: predatorchartersmarineltd.co.uk

Method Statement

This outlined Method statement has been drafted to ensure the safest most efficient method to complete the lifting / install of replacement piles at Royal Burnham Yacht club Burnham on Crouch.

Protective Clothing

Lif jackets, Safety boots (non slip), Hard hat, High visibility clothing, safety glasses ear defenders and gloves to be worn at all times.

Preparation.

Site survey has been completed to assess any hazards.

All Personnel to hold Sea Survival Certificate and CSCS Cards.

Assess any hazards on the day that might affect the positioning of the vessel.

Scope of work

Check all machinery before use for faults or damage. Do not use if any found and report to management team at Predator Charters Marine Ltd.

When coming into position, assess the wind and tide direction taking into account sea state. Make a slow approach to the required location and secure the vessel using x2 12m Spuds which will secure her in place. (Spud weight 750kg each) Ensure pile install location is not more than 1m away from the bow of the vessel, raise Romeo Yankee flags which indicate to passing vessels a pass with caution is required.

As the tide ebbs / floods the crew will monitor the work boats position and adjust her location if required.

An attempt will be made to remove the old pile, if this fails the old pile will be cut down and the new pile sleeved over the outside of the existing pile.

The new pile will be marked at 1m intervals and lifted into position using the vessels Palfinger PK19000 deck crane, lifting chains and soft endless strops. It will be

Appendix 3

secured to the pile gate at the bow of the barge / workboat. Once secured in place the crane will be released and connected to the piling hammer (model 600n) which will be lifted and positioned onto the top of the pile. We will then commence piling using the soft start method to ensure the pile is straight. The pile will then be driven until refusal into the ground / mud. During the installation the pile will be checked for straightness and adjustments made if required. A third party will install a laser level on the sea wall to determine the correct height and the pile will be cut down to half a meter above this mark.

Once works completed Romeo Yankee flags will be lowered and Barge / Workboat manoeuvred clear and vacate her current location.

LIFTING PLAN



| | | | |
|---|---------------------|------------------------|-------|
| Lift Plan Creator: | Stewart Olley | | |
| Date completed: | 20/01/2021 | Time completed: | 10:00 |
| Description of lifting activity: | Lift / Install Pile | | |

ALL BOXES MUST BE TICKED OFF BEFORE THE LIFTING OPERATIONS CAN BE UNDERTAKEN

| | Specify type of lift | Details | | |
|---|--|--|--|--------------------------------------|
| | Predator Charters to co-ordinate the lifting operations in conjunction with the site manager | Contract lift utilising a Hiab with lift attachments Co-ordinator details – Stewart Olley / Gareth Locke | | |
| (A) Information to be provided by Client / Principal Contractor | | | | |
| 1. | Details of all known underwater services. Have they been identified and marked on a plan? | ✓ | To be provided if deemed required by Client/Principle Contractor | |
| (B) Conditions | | | | |
| 1. | The maximum wave heights for this lift is 0.5m | ✓ | Maximum weight of load: | Will not exceed the SWL of the Hi-Ab |
| | | | Maximum boom length: | 9.9 m |

| | | | |
|---------------------|---|---|---|
| (C) The load | | | |
| 1. | What are the dimensions of the load? | ✓ | Will be confirmed by the Skipper upon arrival and prior to lifting |
| 2. | Is the load's centre of gravity stable? | ✓ | Yes |
| 3. | What is the weight of the load? (kg/tonnes) | ✓ | PCML skipper to confirm the load of the object ensuring the SWL of the HI-Ab and lifting accessories are not exceeded |
| 4. | Does it have lifting points identified by the manufacturer? | ✓ | Lifting points will be used where available. All items will be appropriately slung by the PCML in the event of lifting points not being available |
| 5. | Will tag lines be required to control the load during the lift? | ✓ | PCML skipper will utilise tag lines where required. This will be decided during the pre-lift inspection |
| 6. | Are there anchor points for the tag lines? | | N/A |
| 7. | Is there a secure position to place the load after the lift? | ✓ | Yes |
| 8. | What is the maximum height of the lift? | ✓ | PCML skipper will establish the maximum lift height during the pre-lift inspection ensuring no obstructions, buildings or overhead power lines are compromised. |

LIFTING PLAN



| | | | |
|-----|---|---|--|
| 9. | What is the maximum radius of the lift? | ✓ | PCML skipper will review the area during the pre-lift inspection ensuring no obstructions, buildings or overhead power lines are compromised |
| 10. | What is the monetary value of the load? | ✓ | Client will provide monetary value of the load if appropriate. |
| 11. | Will the load be lifted over people? | ✓ | No |
| 12. | What precautions will be taken to protect these people? | ✓ | Area to be barricaded off |

(D) The lift

| | | | | |
|----|--|---|-------------------------------|----------------------------------|
| 1. | Who is/are the slinger/ signallers, (provide details including name, company and details of training)? | ✓ | Company: | Predator Charters Marine Limited |
| | | | Details of training: | NPORS |
| | | | Details of training: | Lorry Loader |
| 2. | What arrangements have been made for communication between Banksman and plant operator, | ✓ | Two way radios, hand signals. | |

(E) The management

| | | | |
|----|--|--------------------------|---|
| 1. | Has a risk assessment and method statement been evaluated and agreed? | ✓ | Method statement & Risk assessments supplied with this lifting plan |
| 2. | Have all persons involved in the lift been inducted? | ✓ | Briefing given by PCML management prior to work commencing. |
| 3. | Has a toolbox talk been delivered to <u>all</u> relevant personnel? | ✓ | Included as part of the briefing process |
| 4. | What are the anticipated weather conditions at the time of the lift? (Expected wind speed, rain, low cloud etc). | ✓ | Weather conditions to be confirmed on the day of lift. |
| 5. | Has anything changed from the planned version of the lift? | <input type="checkbox"/> | |

(F) Plant – The lifting equipment

| | | | | |
|----|---|---|-----------------------------|-----------|
| 1. | What are the specific details of the lifting equipment to be used? | ✓ | Make of Hiab | Palfinger |
| | | | Model of Hiab: | PK19000 |
| | | | Counterweight requirements: | n/a |
| | | | Plant identification no: | n/a |
| 2. | Is a current copy of the 12 monthly thorough examination certificate available? | ✓ | Yes | |

LIFTING PLAN



| | | | |
|----|--|-------------------------------------|--|
| 3. | Has the crane operator got a cscs /npors card? | <input checked="" type="checkbox"/> | Provide details: YES - provided upon arrival by skipper |
| 4. | Have all safe load indicators, proximity alarms and other warning devices been tested and found to be in good working order? | <input type="checkbox"/> | YES |

(G) Lifting accessories

| | | | |
|----|---|-------------------------------------|--|
| 1. | Wire ropes: <i>(if applicable)</i> Description, safe working load, date of last test. | <input type="checkbox"/> | Provide details: N/A |
| 2. | Lifting Chains: <i>(if applicable)</i> Description, safe working load, date of last test. | <input checked="" type="checkbox"/> | Provide details: Copy of certification provided on arrival by skipper |
| 3. | Webbing slings: <i>(if applicable)</i> Description, safe working load, date of last test. | <input checked="" type="checkbox"/> | Provide details: Copy of certification provided on arrival by skipper |
| 4. | Shackles: <i>(if applicable)</i> Description, safe working load, date of last test. | <input type="checkbox"/> | Provide details: N/A |
| 5. | Eyebolts: <i>(if applicable)</i> Description, safe working load, date of last test | <input type="checkbox"/> | Provide details: N/A |
| 6. | Others: <i>(if applicable)</i> Description, safe working load, date of last test. | <input type="checkbox"/> | Provide details: N/A |

(I) Sequence of operations

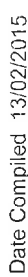
| (I) Sequence of operations | |
|-----------------------------------|--|
| 1 | The minimum level of PPE is safety shoes or boots, safety helmet, high visibility waistcoat or jacket, safety glasses lifejacket ear defenders and Gloves. |
| 2 | The vessel should manoeuvre to the relevant area and setup |
| 3 | The skipper / operator should unfold the crane and move it to a suitable position to attach the slings. If chain slings are used and the hooks are too large for the lifting points, shackles should also be used. The Hiab shall be placed over the object that is to be lifted |
| 4 | Suitable lifting accessories (shackles, chains etc) will be used to secure the load to the Hi-Ab hook. All lifting accessories will be positioned in such a manner to ensure the object is secure prior to lifting. |
| 5 | The Hiab will be raised slightly to take the weight and the load should be checked for security and stability. The object will be slewed over the vessels position and lowered into place. |

LIFTING PLAN



| | |
|----------|--|
| 6 | The Hiab will be moved to a convenient point and the slings removed and then stowed and de-rigged. |
| 7 | The Skipper will manoeuvre the vessel clear. |

| | | | |
|--|---------------|---|--|
| Lifting plan created by - name: | Stewart Olley | Plan approved by – name: (authorising permission to proceed) | |
| Position: | Director | Position: | |
| Date: | | Date: | |
| Signed: | | Signed: | |



| Risk Assessment Title: | | Predator Charters Crew undertaking Installation of Pile | | Location of Premises or Activity: | Burnham on Crouch | | |
|--------------------------------|-----------------------------|--|---------------------------------|--|--|--------------------|---------|
| Reference: PC/SO/TOP010 | | | | Other Relevant Assessments | To be read in conjunction with Appendix 3 and lift plan | | |
| Date Completed: | | 22/02/18 | | Review Date: | | 20/01/2021 | |
| Completed By – Name: | | Stewart Olley | | | | | |
| Signature | | | | | | | |
| Work Activity | | Hazard | Person at Risk E. C. | Current Control Measures | | Risk Rating | |
| Ref No | Description | | | | LO LS | Risk | |
| 1 | Personnel transfer via boat | Crew fall into the water | X | • Crew members to follow training and safe system of work for mooring and coming alongside • Ensure lighting is in place on board • All mooring operations to take place from the boat • All crew on board will be familiar with man overboard procedure • Crew to wear full PPE | 2 | 3 | 6 LOW |
| | | | | | | | Ongoing |
| | | | | | | | Y |
| | | | | | | | Y |
| | | | | | | | Y |
| | | | | | | | Y |

| | | | | | | | | | |
|---|-----------------------------|--|---|--|---|---|----------|---|---------|
| 2 | Personnel transfer via boat | Insecure mooring and movement of the boat causing crew to fall in the river? | X | <ul style="list-style-type: none"> Boat will be moored using x2 12m steel spud legs Staff to be trained in rope handling techniques Ensure ropes are inspected as per PC procedures Personnel will not transfer until the captain is satisfied the boat is in the correct location and moored correctly | 2 | 3 | 6 LOW | Monitor effectiveness of controls Captain Y Y Y | Ongoing |
| 3 | | Crushing and entrapment | X | <ul style="list-style-type: none"> All personnel to stand clear until the captain is happy for transfer to take place. Ensure crew do not access the structure until vessel secured. All Personnel to wear protective footwear Look out to be maintained at all times for passing vessels creating wash. | 1 | 3 | 3 LOW | Monitor effectiveness of controls Captain Y Y | Ongoing |

| | | | | | | | | | |
|---|-----------------------------|--------------------------------|---|---|---|---|----------|---|---------|
| 4 | Personnel transfer via boat | Sudden movements causing falls | X | <ul style="list-style-type: none"> Display Romeo Yankee Flags indicating to passing vessels that pass with caution is in place Personnel to be warned in case of sudden movements. Look out to be maintained at all times for passing vessels creating wash. | 3 | 2 | 6 LOW | Monitor effectiveness of controls Captain Y Y Y | Ongoing |
| 5 | | Slips and trips | X | <ul style="list-style-type: none"> Personnel to be supervised and assisted where required. Keep deck area free from trip hazards such as ropes Keep the deck surface free from liquids as far as practicable Any fluid spillages to cleaned up | 4 | 2 | 8 LOW | Y Y Y Y | Ongoing |

| 6 | Lifting | Lifting | X | <ul style="list-style-type: none"> • Check machine (PK19000) before use for faults. Do not use if faulty • Personnel to wear correct PPE • Check all lifting strrops are in date with no damaged areas • Contact to be kept with banks man • Refer to lift plan (Issue 001) • Display Romeo Yankee Flags indicating to passing vessels that pass with caution is in place • Personnel to be warned in case of sudden movements. | 3 | 2 | 6 LOW | Y | Ongoing |
|---|---------|---------|---|---|---|---|----------|---|---------|
| | | | | | | | | Y | |
| | | | | | | | | Y | |
| | | | | | | | | Y | |
| | | | | | | | | Y | |
| | | | | | | | | Y | |
| | | | | | | | | Y | |
| | | | | | | | | Y | |
| | | | | | | | | Y | |

| 7 | Piling | Piling | | 2 | 4 | 8 LOW | Y | Ongoing |
|---|--------|--------|--|---|---|----------|---|---------|
| | | | <ul style="list-style-type: none"> All personnel to uses correct PPE e.g. Hard hats, ear defenders, gloves lifejackets Operation to be restricted to a time duration 08:00 – 19:00 Vibration levels to be monitored in sensitive locations where vibration from machinery is a potential problem. No unauthorized personnel allowed on site No operative working beneath the Pile Gates while the piling operation is being carried out Once the Pile has been manoeuvred into position manually by the operative, the operative is to move to a safe distance away from the Pile before the hammering operation commences. All lifting equipment is inspected prior to use and Test Certificates are up to date All personnel are trained and competent to carry out the work | | | | Y | |
| | | | | | | | Y | |
| | | | | | | | Y | |
| | | | | | | | Y | |
| | | | | | | | Y | |
| | | | | | | | Y | |
| | | | | | | | Y | |

Persons at Risk: E = Employees, C = Contractor, P= Public

| Likelihood of Occurrence | | Likely Severity | |
|--------------------------|---|-----------------|---|
| 1 | Very Unlikely – Rarely | 1 | Delay only |
| 2 | Unlikely – Perhaps Annually | 2 | Minor injury, Minor Damage |
| 3 | May Happen – Perhaps Monthly | 3 | Lost Time Injury, Illness, Damage |
| 4 | Likely – Perhaps Weekly | 4 | Major Injury, Disabling Illness, Major Damage |
| 5 | Very Likely – Perhaps Daily | 5 | Single Death |
| 6 | Certain/Imminent – more than once per day | 6 | Multiple Deaths |



LO=Likely Occurrence, x LS = Likely Severity, = Risk Factor
Residual Risk Table

| | | |
|-------|--------|------------------|
| 1-09 | Low | |
| 10-19 | Medium | |
| 20-29 | High | |
| 20-30 | 30-36 | High Intolerable |