



**17160 – Euston Forecourt**

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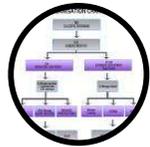
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**Date**  
**04.01.2022**

# Scope



Introduction



Organisation



Site Plan



Emergency Procedures



Accident Reporting



Risk Assessments  
Method Statements



COSHH Occupational  
Health



Asbestos



Hot Works



Confined Spaces



Restricted Working



Operation of Plant



Issue of PPE



Biological Risks



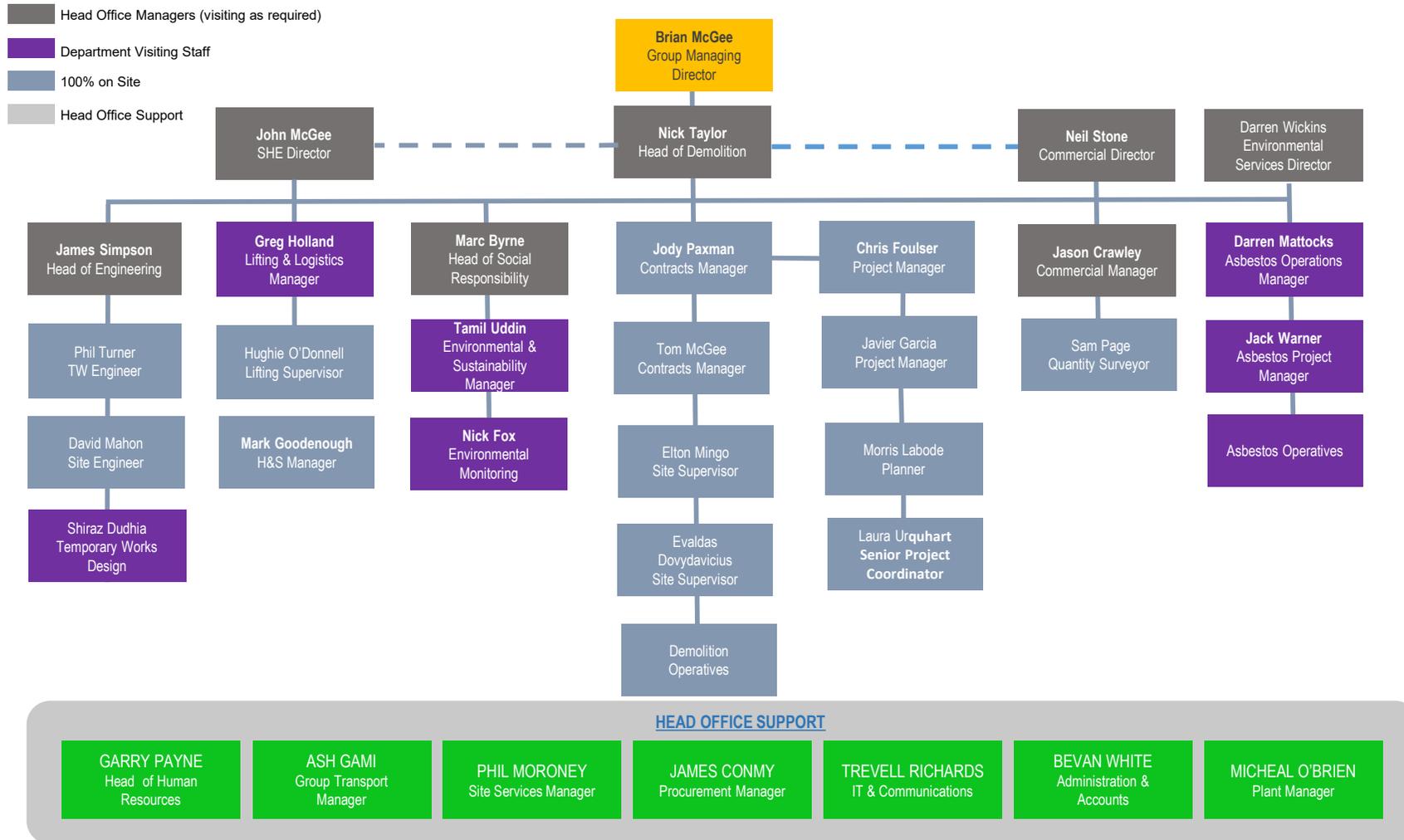
Site Rules

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# Aims

- Make you familiar with the site layout (such as the welfare & assembly point)
  - Make sure you are aware of the site safety rules (to keep you safe)
  - Ensure you are familiar with the site procedures (deliveries / access & egress points)
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# Hs2 Euston Forecourt Project Organisational Chart



# Site Behaviour:

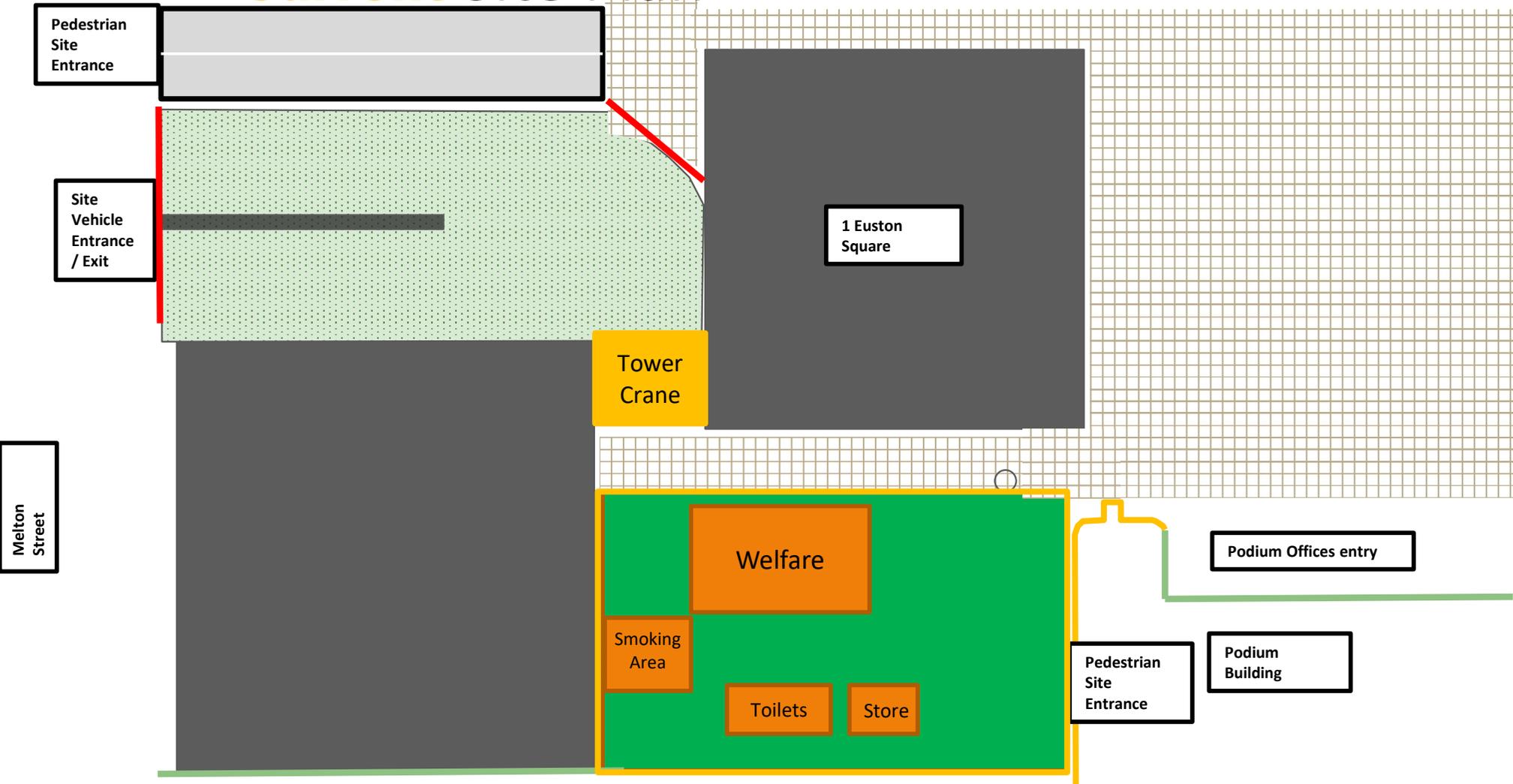
- At McGee we have a zero tolerance for bullying in the company, It is important that our operatives are respectful to each other on and offsite. Bullying at work can be a debilitating experience for those affected by it and can become all consuming. If an employee is subject to bullying or harassment, they may begin to fear going into work, sometimes leading to the employee being absent from work due to sickness caused by the effects of the bullying.
- If it is more of a personal subject we have an open door policy where our operatives can speak to our Site Manager or Health and Safety Officer who is there to give advice and raise the issue if need be at any time.



# COVID-19 Measures on Site

- Security Turnstile is on free spin, make sure your Mosaic card is scanned in when entering site and scanned out when leaving site at all times
- Additional Hand Sanitizers have been installed at key areas
- Cleaners deep cleaning the welfare areas through out the day
- One person in the changing rooms at a time
- Disposable cups are to be used in the canteen
- Breaks are being staggered to follow the social distancing guidelines
- One person per table in the canteen
- One person in the toilet cabin at a time
- Anti-bacterial wipes have been provided for cleaning down equipment in between use
- Abide by all signage and markings relating to COVID-19 on site

# Current Site Plan



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# Emergency Procedures

- Fire
- Spillage of hazardous materials
- Collapse of structure/excavation

If you discover a Fire

- Raise the alarm and evacuate
- DO NOT attempt to fight the fire unless it is stopping your exit
- DO NOT stop to recover any personal belongings
- Report to the assembly point. Follow the designated pedestrian routes through site, then walk to the fire assembly point at front entrance

**It is everybody's responsibility to know where the assembly point is.**

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# Emergency Procedures

Please remember to:

- Ensure housekeeping standards are maintained, remove all combustibles from the immediate work areas when carrying out Hot Works.
- A task fire extinguisher must also be present.
- Comply with Hot Works Permit
- Never obstruct fire exits

For all other emergencies please ensure you;

- Contact the McGee Project Management IMMEDIATELY
  - Document any rectifications to the Emergency Procedure
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# First Aid

First aid boxes are located in the welfare facilities (Stores) and every working floor.

Eye wash stations are also located in the welfare facilities & every working floor.

The following First Aiders have been appointed:



Laura Urquhart – Senior Project Co-ordinator



Elton Mingo – Site Supervisor



Joe Costello– Slinger/Signaller



Chris Foulser – Project Manager

A list of first aiders with their phone number and photograph are displayed at the site entrance and at all the Fire Points as well as throughout the work areas.

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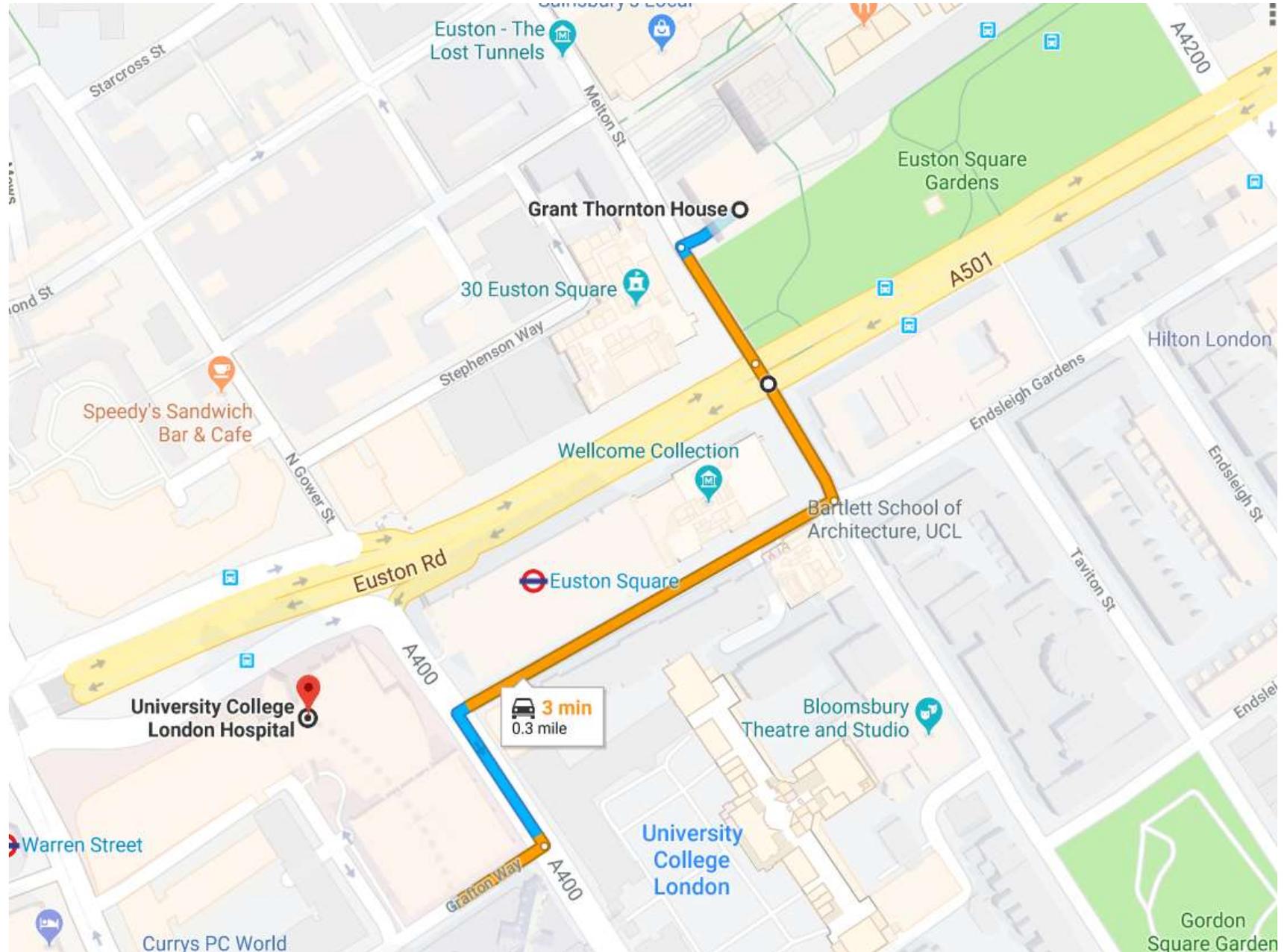
# Accident Reporting

- Report ALL accidents to McGee Project Management - **No matter how minor.**
  - Accidents/Incidents to be entered into the McGee Accident Reporting Form MF-SHE031 & MF-SHE009 (available in the site office)
  - Near Misses MUST also be reported to McGee Project Management
  - McGee goal is to operate a ZERO ACCIDENT site
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# Nearest Hospital

A&E Department,  
UCLH Hospital,  
235 Euston Road,  
Fitzrovia,  
London  
NW1 2BU

Drive: 3 minutes  
Walk: 8 minutes



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# Start of Shift Briefings (SOS)

- Start of Shift Briefings (SOS) are held at 7:50am every morning in the Canteen prior to work starting on site
  - They give information on the days works and identify **specific hazards** relating to them
  - An SOS Briefing must be completed before you commence work on site
  - Please make sure your Mosaic card has been scanned before/after the SOS
  - If you are late or cannot attend the SOS you **must** contact a member of site management and arrange to receive the briefing at 9am in the Canteen before starting work
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# Method Statements

- Method statements need to be submitted for all activities, no works will be undertaken without operatives being briefed and having fully understood the RAMS.
  - Method statements must be issued to McGee for approval by other subcontractors
  - Once approved works can commence
  - Method statements should be specific to the work being undertaken
  - All operatives must have received a Task Briefing prior to starting work on site
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# Risk Assessments

- No work is to be done on site without a risk assessment and other relevant safety documentation being submitted to McGee for approval
  - Once approved works can commence
  - Risk assessments should be specific to the work being undertaken
  - The McGee Group Ltd format for Risk Assessments must be used
  - Attach all Risk Assessments to the relevant Method Statement
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# Current Site Activities/Hazards

- Prop Removal
- Upstand Removal
- Demolition Arisings Removal

# Asbestos

- All demolition personnel **MUST** have asbestos awareness training prior to starting work on site
- If you suspect or discover asbestos: **Stop, Isolate, Report**
- If unsure always check with your supervisor and method statement prior to starting work



## Asbestos management

### What good looks like:

- if suspected material containing asbestos is uncovered, work is stopped immediately
- all personnel adequately trained in asbestos management
- demolition and refurbishment survey available for all areas to be accessed
- survey report by UKAS accredited company

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# PPE Requirements

- The following is a **minimum** requirement to work on site:
  - Boots with steel toecaps and midsole protection (BS EN ISO 20345:2011)
  - Hard Hat (BS EN 397:2012)
  - Orange High Visibility Clothing – Trousers and Long sleeved top (EN ISO 14116 Index 3)
  - Safety Glasses (BS EN 166:2002)
  - Gloves (BS EN 388:2003)
  - Ear Protection (To have on you at all times)
- All PPE is available from the stores



# Site Rules

- **Good Housekeeping**

- ✓ The site is to be kept clean at all times and all rubbish is to be cleared away as soon as practicable.
- ✓ All access and egress routes **must** be kept clear of plant, tools, materials and rubbish at all times.
- ✓ Welfare facilities **must** be kept clean and tidy at all times

- **Training and Competency**

- ✓ Only trained and competent personnel may carry out work activities.
- ✓ All employees must hold current and in date CSCS/CPCS cards prior to starting work

- **Personal Protective Equipment**

- ✓ Personal protective equipment **must** be worn at all times and appropriate to the task being carried out.

- **Drugs and Alcohol**

- ✓ Not allowed on site. Any person who is considered to be under the influence will be asked to leave site immediately. McGee Group operates random screening policy on its sites. Refusal will result in your omission from site

- **Smokefree Workplace**

- ✓ **Smoking is not permitted on site except in designated areas**

# Site Rules

## ■ Environmental Impacts

- ✓ All dust, noise and pollution shall be kept to a minimum.
- ✓ No burning of any material is allowed on site.

## ■ Your Manner

- ✓ This is a high profile area so please be polite to the public at all times, if problems arise contact McGee Project Management.
- ✓ No horseplay or unlawful damage

## ■ Personal Entertainment

- ✓ Radios, phones, personal stereos or similar are prohibited. **Mobile phones may only be used in designated safe areas**
- ✓ Radio transmitters are not permitted unless part of a recognised communications system authorised by McGee Group.
- ✓ **Electrical appliances including mobile phone chargers must NOT be connected to the power supply unless they are PAT tested.** Any untested chargers will be unplugged. There is a charging point for mobile phones in the Office

## ■ Personnel and Visitors on Site

- ✓ All personnel, including visitors **must not** access any work areas unless they have had the site induction and visitors must be escorted on site at all times
- ✓ All visitors **must** sign in at the security point and contact McGee Project Management

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# Site Rules

- **Working on site**

- ✓ All site operatives **must** be inducted, signed on to the relevant Method Statement and have received a Daily Activity Briefing before starting work
- ✓ All site personnel including visitors **must** be aware of the evacuation procedures in the case of an emergency
- ✓ No lone working is permitted in confined spaces, restricted areas or remote areas
- ✓ If you are working near edges where you can fall, ensure guardrails and toe boards are fitted
- ✓ Never carry out any work you are not instructed to - If your not sure . . . **Stop and ask**
- ✓ **Do not** enter any areas you are not authorised to

- **Plant and Equipment on Site**

- ✓ All plant **MUST** be inspected daily. Any defects to be reported to McGee Project Management.
  - ✓ Mobile plant which is not in use must be switched off and the key removed
  - ✓ All plant must be made safe at the end of each working day
  - ✓ Abrasive wheels must be changed by a trained and competent operative
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# Site Rules

- **Plant and Equipment on Site cont . . . .**

- ✓ All electrical equipment on site **must** be of 110volts and hold a valid test certificate
- ✓ All leaks from tanks/plant etc. **must** be notified to McGee Project Management **immediately**
- ✓ All reversing vehicles must be under the supervision of a competent banksman
- ✓ **Do not** walk behind plant, be seen at all times
- ✓ **Do not** alter or move any parts of scaffold or working platforms. Only to be done by trained and competent tradesmen
- ✓ All lifting equipment must hold valid test certificates and have colour coded tags
- ✓ Slinging and banking of loads must be carried out by a trained and competent operative

- **Refuelling Vehicles/Plant**

- ✓ Always ensure you are parked away from any drains or water courses
- ✓ If refuelling by hand, use a funnel or container with a spout to prevent spillages
- ✓ A drip tray **must** be placed underneath any vehicle being refuelled to prevent ground contamination
- ✓ Ensure spill kits are located close by. Report spillages immediately

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# Site Rules

- **Materials and Substances on Site**

- ✓ All materials and hazardous substances are to be stored and used in accordance with the manufacturer's recommendations/material data sheet
- ✓ A COSHH assessment **must** be completed for all hazardous materials and attached to the relevant method statement

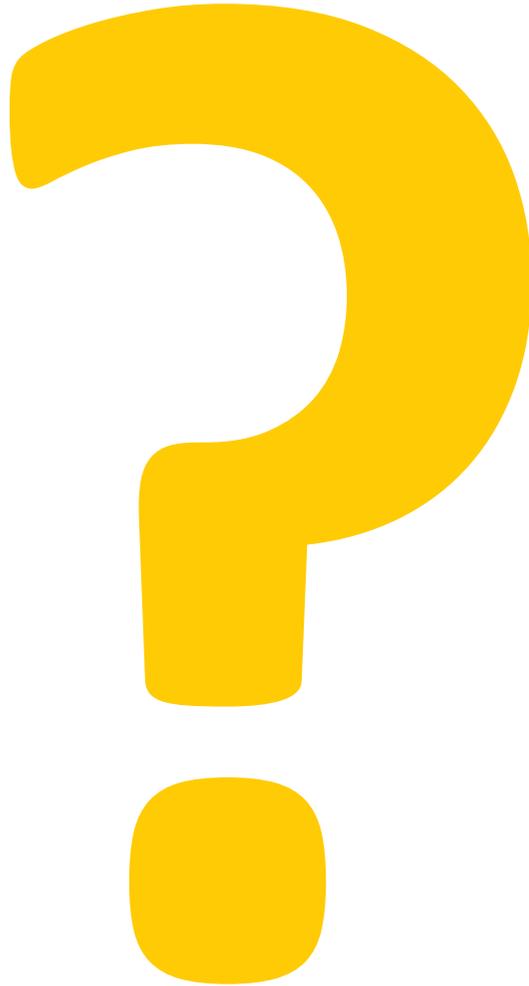
- **Accidents/ Incidents**

- ✓ Adequate first aid provision is to be provided on site at all times
- ✓ Any accidents/incidents including near misses **must** be reported immediately to McGee Project Management

- Site rules will be reviewed periodically and updated to suit the works, these will be communicated through toolbox talks
  - If you are in any doubt over any of the site rules, ask a member of site management
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Any questions?





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