

Push Energy COVID 19 Site Management Plan

1. Purpose

The purpose of this document is to clarify Push Energy's plans and expectations about how sites should be managed whilst COVID 19 impacts site operations.

The general principle is that Push Energy will follow Govt guidance and in particular the latest version of the Construction Leadership Council's Standard Operating Procedure (SOP). SOP updates will be shared with construction teams as soon as they are issued.

The desired end state is that Push Energy sites are run as safely as possible to minimise the risk of either spreading COVID19 or personnel becoming infected. It is important that all members of our team are comfortable and confident with the measures which are being taken.

2. Sub Contractor Site Manager Daily Checks and Procedures

General. Site Managers are responsible for the safe management of their site, however with specific reference to COVID 19, the site First Aider shall support the Site Manager by ensuring all operatives conform to this Management Plan. The First Aider shall also actively brief operatives via Tool Box Talks about how to prevent infection spread. As a minimum, the latest CLC SOP shall be briefed and shall be a mandatory component of the site induction.

As a general principle, work fronts should be organised to allow operatives to work independently as much as possible.

- a. **Personnel Checks.** The Site Manager shall confirm on a daily basis that:
 - i. No personnel on site are experiencing any symptoms described on Government websites and have not done so for the last 14 days
 - ii. No personnel on site have been in contact with anyone showing symptoms described on Government websites in the last 14 days
 - iii. No personnel on site have returned from overseas travel within the last 14 days.
 - iv. All personnel clean their hands upon arrival at site – this can be either with hand sanitiser or warm soapy water

Hand washing shall be confirmed on arrival, if any of the other criteria or requirements are not met the individual shall be asked to leave site until the symptoms are no longer apparent and the necessary period of time has elapsed.

- b. **Accommodation and toilets.** The starting assumption is that client facilities shall be used. If any of the requirements listed at paras 2 b i, ii and iii cannot be met by using Client facilities then separate plans will be made involving but not limited to the use of;

Temporary: offices, welfare, toilets, washstands, gazebos and outdoor seating

- i. **Toilets and wash room facilities.** These should be organised in such a fashion that either only single use is possible or barriers are in place such that social distancing of 2m is maintained. Examples of how this can be achieved would be taping off alternate urinals

and or hand basins. Washrooms shall have specific signage reminding operatives of the importance of thorough hand washing. Washrooms shall be stocked with hand sanitizer in addition to hand washing facilities.

- ii. **Dining facilities.** On sites where client facilities are being used, Site Managers should ensure that social distancing can be maintained in the dining facility and that a suitable cleaning regime is in place. Site Managers shall ensure that their team conform to client requirements as to the use of these facilities. If it is not possible to maintain social distancing using client provided facilities Site Managers should alert Push Energy and an alternate provision will be arranged.
- iii. **Office space.** Site offices must be cleaned on a regular basis (not less than twice per day) and as a minimum this shall include wiping all desk surfaces and all handles and hand rails with hot soapy water or a similar sanitary cleaning product. IT should not be shared unless absolutely necessary and if it is shared it shall be cleaned with a sanitary cleaning product before and after each user. Offices should only be occupied in accordance with social distancing guidelines.
- c. **Tools.** Tools should not be shared. If this is not possible tools should be cleaned with hand sanitizer before they are exchanged.
- d. **Module movement.** Modules should be carried one per person unless roof conditions (slope, surface, weather, obstacles) mean this is not possible, in which case it is acceptable for two operatives to carry one module ensuring they hold the ends not the sides and avoid facing each other up until the point the module is laid on the mounting system.
- e. **PPE.** PPE shall not be shared. For tasks that require a facemask to be worn for particle or fume related reasons the employer shall provide a face mask as per the CPP. RPE should not be used for COVID 19 reasons where 2m social distancing guidelines are met.
- f. **Receipt of materials.** Delivery drivers should minimise the amount of time they spend out of their vehicles to that which is absolutely necessary, otherwise they should remain in their vehicles. Electronic keypads should be cleaned in front of the person signing before use. Where paperwork requires a signature, operatives shall use their own pen and minimise the time spent handing over the documents.
- g. **Signing into the site / Permits.** Time spent indoors signing into site should be minimised and one person should register others as much as is practicable but should not sign in the name of others or pass themselves off as others. If the client is happy to waive the requirement to sign into the premises that will further reduce risk but all personnel must sign into the work site. This register can be kept outside to prevent the necessity for all personnel to go into the building for this purpose. Permits shall be processed as normal however it is recommended this is done outside rather than indoors.
- h. **First Aid.** The primary responsibility to safe life and administer 1st Aid remains. Injured personnel should be treated and stabilised as per normal 1st Aid procedures however once stabilised, 2m separation should be re-established. It is advised that should CPR be required, this is done with compressions only unless the 1st Aider is certain the IP does not have COVID19. Further guidance is available on the St John's Ambulance website www.sja.org.uk
- i. **Visitors and site meetings.** Visits to site should be reduced to those necessary to ensure the safe efficient running of the site. Equally site meetings should be avoided and consideration

given to online meetings. If a site meeting has to happen it should be held outside and if that is not possible social distancing of 2m shall be maintained.

3. Travel / Vehicles / Plant Operations / Cleaning

As per CLC latest SOP

4. Actions to be taken in response to COVID 19 being confirmed at site

Operatives who develop COVID 19 symptoms at work or consider they have been exposed to COVID 19 infection at site shall report this to the Site Manager and leave the site via the same means they arrived as long as they are well enough to do so. If they are not well enough, medical assistance should be sought. The operative's employer shall be informed as soon as possible.

D Sydenham 11 Jun 20

D Sydenham

Managing Director

T Hargreave 11 Jun 20

T Hargreave

Director Projects