

EXECUTIVE SUMMARY**Site Visit**

Company Name : Ham Baker Ltd

MSE Contact : Jon Milner
Position : Group Operations Director
Tel No : 4401782202300
Fax No : 01782 203649
Verify Assessor : Nigel Finney
Date : 1-Apr-2009

Site Name : Seven Trent's Brancote Sewage Treatment Works
Site location/ address : Tixall Road, Stafford, Staffs
Site contact details : Jon Milner
Position : Group Operations Director (Ham Baker)
Tel No : 4401782202300

Project Description : Design, manufacture and fitting of Penstock valves to sewage treatment streams.

Site Establishment : Ham Baker were working under the control of Black & Veach, the Principal Contractor. The observed activities were those being carried out by Ham Baker's sub-contractor, FSE. The gang consisted of the Installations Manager and two operatives. They were fitting penstock valve supporting steelwork to one of the treatment work's sluices. Plant and equipment included the use of power tools, ladders and a generator set.

Questionnaire Version : 6.35

HEALTH AND SAFETY (96.7 %)**1. Policy and Supporting Action Plans**

It was evident that the appropriate safety documentation had been communicated to staff. Records were in place for Site and Induction briefings.

2. Organisational Structures and Responsibilities

Roles and responsibilities were understood and a system for continual improvement in health and safety was evident on site.

3. Hazards and Risk Identification and Control

Detailed risk assessments were carried out. The relevant control measures were incorporated into the Method Statement for this project. It was evident Equipment is managed correctly.

4. Training, Awareness and Competence For Employees, Subcontractors and Suppliers

It was evident that the company has invested in the appropriate level of information, instruction and training as the operatives demonstrated a sound knowledge of health and safety and project requirements.

5. Communication and Consultation

Adequate arrangements are in place to involve employees in health and safety matters. This was achieved both formally and informally through structured 'meetings' and day-to-day dialogue.

6. Accident/Near Miss Performance

The company had the appropriate accident and near miss reporting arrangements in place on site and employees were aware of the requirement to report both accidents and near misses. They were also aware of the urgency of reporting RIDDOR events.

7. Monitoring and Measuring Performance

Site personnel were aware of; and have been involved in site inspections. Director responsible for safety carried out site inspections.

8. Audit and Management Review

No comment.

9. Documentation

The relevant documents were available at the site under assessment.

10. Emergency Plans

Emergency plans were available on-site and contained arrangements for all relevant contingencies.

11. Additional Information

Site staff were aware of personal health monitoring requirements. Adequate health and welfare facilities were provided.

ENVIRONMENT (93.6 %)

12. Policy and Supporting Action Plans

The Environment policy was available on site.

13. Organisational Structures and Responsibilities

A person has been appointed with responsibility for Environmental issues. Objective setting in this area has been established.

14. Hazards and Risk Identification and Control

Hazardous substances are well-controlled.

15. Training, Awareness and Competence For Employees, Subcontractors and Suppliers

Environmental information relating to the tasks in hand is available on-site.

16. Communication and Consultation

Environmental aspects relating to the tasks in hand are communicated to site employees.

17. Incident/Near Miss Performance

Procedures are in place to record environmental incidents. The processes include investigation back to root causes.

18. Monitoring and Measuring Performance

Quantified objectives and targets need to be set for environmental issues to include site-specific requirements.

19. Audit and Management Review

No comment.

20. Emergency Plans

Emergency response arrangements for environmental incidents on-site is well-controlled.

21. Additional Information

It is evident on site that initiatives are in place to control and minimise the production of waste.

QUALITY (100.0 %)**22. Systems and Assurance**

It is evident on site that the company's quality management system is in operation. Documentation is well-controlled and understood by site staff.

Site General Comments

(No Site comment specified)



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