



HEALTH & SAFETY POLICY STATEMENT

THIS IS THE HEALTH & SAFETY POLICY STATEMENT
OF

P PAUL **B** BLACKLEDGE **D** DRILLING
Ltd

3 Ellerbeck Close, The Uplands, Standish, Lancs, WN6 0UP
Health & Safety Policy Statement

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OUR STATEMENT OF GENERAL POLICY IS:

- To provide adequate control of the health and safety risks arising from our work activities
- To consult with our employees on matters affecting their health and safety
- To provide and maintain safe plant and equipment
- To ensure safe handling and use of substances
- To provide information, instruction and supervision for employees
- To ensure all employees are competent to do their tasks and to give them adequate training
- To prevent accidents and cases of work-related ill-health
- To maintain safe and healthy working conditions
- To review and revise this policy as necessary at regular intervals

SIGNED :

N. Blackledge, Health & Safety Adviser (NEBOSH)

DATE : 1st. March 2007

REVIEW DATE : 29th Feb 2008

RESPONSIBILITIES

1. Overall and final responsibility for health and safety is that of:

NICOLA BLACKLEDGE

2. Day to day responsibility for ensuring this policy is put into practice is delegated to

PAUL BLACKLEDGE

3. To ensure health and safety standards are maintained/improved, all employees have to :

- Co-operate on all health and safety matters
- Not interfere with anything provided to safeguard their health and safety
- Take reasonable care of his own health and safety
- Report all health and safety concerns to an appropriate person (as detailed in this policy statement)

HEALTH & SAFETY RISKS ARISING FROM WORK ACTIVITIES

- Risk assessments will be undertaken by

PAUL AND NICOLA BLACKLEDGE

- Action required to remove/control risks will be approved by

PAUL AND NICOLA BLACKLEDGE

- The under named will be responsible for ensuring the action required is implemented

PAUL BLACKLEDGE

- The under named will check that the implemented actions have removed/reduced the risks

PAUL AND NICOLA BLACKLEDGE

- Assessments will be reviewed every

12 MONTHS or when the work activity changes, whichever is soonest

CONSULTATION WITH EMPLOYEES

- There will be direct consultation with employees

- Consultation with employees is provided by

PAUL AND NICOLA BLACKLEDGE

SAFE PLANT AND EQUIPMENT

- The under named will be responsible for identifying all equipment/plant needing maintenance

LEAD DRILLERS

- The under named will be responsible for ensuring that all identified maintenance is implemented

PAUL BLACKLEDGE

- Any problems with plant/equipment should be reported to

PAUL BLACKLEDGE

- The under named will check that new plant and equipment meets health and safety standards before it is purchased

PAUL BLACKLEDGE

SAFE HANDLING AND USE OF SUBSTANCES

- The under named will be responsible for identifying all substances which need a COSHH assessment and for undertaking COSHH assessments

PAUL AND NICOLA BLACKLEDGE

- The under named will be responsible for ensuring that all actions identified in the assessments are implemented

PAUL AND NICOLA BLACKLEDGE

- The under named will be responsible for ensuring that all relevant employees are informed about the COSHH assessments

PAUL AND NICOLA BLACKLEDGE

- The under named will check that new substances can be used safely before they are purchased

PAUL AND NICOLA BLACKLEDGE

INFORMATION, INSTRUCTION AND SUPERVISION

- The Health and Safety Law Poster is displayed

IN THE OFFICE AT THE YARD

- Health and safety manuals are issued by

NICOLA BLACKLEDGE

- Health and safety advice is available from

NICOLA AND PAUL BLACKLEDGE

- Supervision of young worker/trainees will be arranged /undertaken/monitored by

PAUL AND NICOLA BLACKLEDGE

- The under named person is responsible for ensuring that our employees working at locations under the control of other employers are given relevant health and safety information

PAUL BLACKLEDGE

COMPETENCY FOR TASKS AND TRAINING

- Induction training will be provided for all employees by

PAUL AND NICOLA BLACKLEDGE

- Job specific training will be provided by

PAUL BLACKLEDGE AND RAY DANTON, N.V.Q. TRAINER

- Training records are kept by

NICOLA BLACKLEDGE

- Training will be identified, arranged and monitored by

NICOLA BLACKLEDGE

ACCIDENTS, FIRST AID AND WORK RELATED ILL HEALTH

- First aid boxes are kept at

ALL VEHICLES/UNIT

- The appointed first aiders are

Paul Blackledge, Nicola Blackledge, Jimmy Moss, David Higham, Ray Blackledge, Stephen Scully, Mark Phoenix, Mike Daniels, John Gorner, Martin Foley and Martin Hart.

- All accidents and cases of work related ill health are to be recorded in the accident book. The book is kept by

NICOLA BLACKLEDGE/OFFICE

- The under named is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority

NICOLA BLACKLEDGE

MONITORING

- To check our working conditions and ensure our safe working practices are being followed we will

UNDERTAKE RISK ASSESSMENTS

- the under named are responsible for investigating accidents

NICOLA AND PAUL BLACKLEDGE

- The under named are responsible for investigating work related causes of sickness absence

NICOLA AND PAUL BLACKLEDGE

- The under named are responsible for acting on investigation findings to prevent a recurrence

NICOLA AND PAUL BLACKLEDGE

Safety

It is the Company's intention to maintain the highest possible standards of Health, Safety and Welfare at Work, for all our employees, clients, visitors and others who may be affected by our activities. In this aim, we will undertake everything reasonably practicable to ensure a safe and healthy work place, by preventing, as far as it is reasonably practicable during the course of the work or duties being undertaken, any accidental occurrence which may directly or indirectly result in:

- (a) injury to any person;
- (b) damage to, or loss of any plant, equipment, property, materials or products;
- (c) delays in any process or operations;
- (d) events which may otherwise be detrimental to efficiency and/or prestige;

Every employee is expected to act responsibly with regard to the care of themselves and others to co-operate with foremen, supervisors and managers on safety matters and not to abuse anything provided in the interest of Health and Safety on sites.

Each person has a responsibility to ensure that safe systems of work are used and must ensure that they:

1. Understand and work to the Health and Safety arrangements for their job. Ensure that safety rules are practised and observed at all times.
2. Wear appropriate P.P.E. (Personal Protective equipment) specified for the job at **ALL** times on site even if the drilling rig is not actually in operation.
 - (a) It is **compulsory** for workers in the construction industry to wear hard hats. Suitable head gear must be worn at **all** times when on site;
 - (b) Steel toe cap boots must be worn at **all** times on site;
 - (c) Overalls must be worn at **all** times on site;
 - (d) Disposable gloves, ear defenders, goggles, dust masks, fluorescent jackets and so forth must be worn/used on site if required under special conditions.
3. Do not operate machinery that they are not trained for.
4. Report all accidents, defects, damage and hazards in the workplace promptly.
5. Maintain good standards of housekeeping and storage.
6. Conform to safety instructions given by others with a responsibility for Health and Safety.
7. Keep equipment orderly and in set places.
8. Set high standards by personal example.
9. Be continuously aware of danger. Do not become complacent as a result of their experience especially in relation to the more common hazards such as fire prevention, dealing with boiling water, hot waxes and so forth. Furthermore, always ensure that all machinery is adequately safeguarded especially if hired in equipment is used.
10. Ensure great care is taken when using wire ropes. They should always be stored and handled correctly. They should be inspected for damage, wear, corrosion or abuse at the start of each work period.
11. Consult with site engineer/client prior to carrying out work to ascertain nature and location of hazards on site.

12. Hand dug trial pits **MUST** be made prior to the commencement of mechanical operations. **Drilling work cannot commence until an inspection pit is dug for each borehole.** Pick axes are **NOT** permitted.
The only exception to this rule is if a client specifically tells you not to dig an inspection pit based on his/her professional judgement and is prepared to sign our company 'Trial Pit' form thus accepting full responsibility if underground services are hit. If the form is not signed then a trial pit must be dug.
A constant supply of these forms must be kept in each vehicle. They are available from both the yard and the office. It is the responsibility of each drilling crew to ensure you always have plenty of forms.
13. Adhere to N.V.Q. Training and thus work in a safe manner at all times. Do NOT load equipment on the rig prior to dropping the rig as this is a dangerous practise and could lead to a serious accident. Instead you must split all the equipment up so that they are not as heavy to lift. (see 'Manual Handling')
14. Do not smoke on site.
15. Look after your PPE and keep in a safe place. When you require new PPE, please let us know as soon as possible so that we may place the order without delay.
16. Leave all sites clean and tidy and ensure that all covers are at ground level so that they do not cause a trip hazard.

Health

We are occasionally involved in boring, sampling and testing materials from tip sites. Some of these sites contain materials of unknown origin and are obviously more likely to contain contaminants.

On all sites, however, there is a chance of obnoxious or hazardous contaminants also being present and the following should be observed as a general precaution:

- Rubber gloves must be worn, especially when handling soil.
- Care should be taken to guard against splashing and rubbing eyes and mouth especially in wet weather.
- Hands should be washed before eating if they have in any way been in contact with doubtful chemical fill.
- At all times staff should be careful and watchful and report the presence of anything abnormal on the site seeking advice if in doubt.

Tetanus Inoculations – it is advisable for all employees concerned with the handling of “soil” samples to arrange with his own doctor to have a course of three Tetanus inoculations followed by a booster each five years.

Manual Handling

Manual Handling should be taken very seriously and any lifting, pushing and pulling should only be done when it is necessary.

1. Plan

Where it cannot be avoided always plan the operation.

2. Position the Feet

If lifting, position the feet apart, giving a balanced and stable base. The leading leg should be as far forward as is comfortable and if possible, pointing in the direction you intend to go in.

3. Adopt a Good Posture

When lifting from a low level, bend the knees. But do not kneel or overflex the knees. Keep the back straight, maintaining its natural curve (tucking in the chin helps). Lean forward a little over the load if necessary to get a good grip. Keep the shoulders level and facing in the same direction as the hips.

4. Get a Firm Grip

Try to keep the arms within the boundary formed by the legs. The best position and type of grip depends on the circumstances and individual preference; but must be secure. A hook grip is less tiring than keeping the fingers straight. If you need to vary the grip as the lift proceeds, do it as smoothly as possible.

5. Keep Close to the Load

Keep the load close to the trunk for as long as possible. Keep the heaviest side of the load close to the trunk. If a close approach to the load is not possible, slide it towards you before trying to lift.

6. Don't Jerk

Lift smoothly, raising the chin as the lift begins, keeping control of the load.

7. Move the Feet

Don't twist the trunk when turning to the side.

8. Put down, then adjust

If precise positioning of the load is necessary, put it down first, then slide it into the desired position.

Work Experience

Occasionally, we will have work experience schoolboys on site who will be under the age of 16. These boys are here purely to observe the work activities and under no circumstances must these boys be allowed to touch or attempt to operate any machinery. Apart from these schoolboys nobody under the age of sixteen is to be allowed onto site at any time.

First Aid

Adequate first aid supplies will be provided and should be maintained by each drilling crew. However, it is Company policy that all injuries are immediately referred to and treated at the nearest Casualty Department of the Local Hospital unless of a very minor nature.

In order to comply with Health & Safety Regulations all our rigs are inspected on an annual basis in compliance with PUWER (1998) and wire ropes are inspected every 6 months in compliance with LOLER (1998). In addition to this all vehicles are serviced on a regular basis.

Should anybody have any concerns regarding health and safety issues please contact Nicola Blackledge who has the NEBOSH (National Examination Board in Occupational Safety and Health) or Paul Blackledge, the Managing Director.