Hazard Identification, Risk Assessment & Safe Working Procedure for “Containment & Small Power Installation in W403 Control Room” at Dow Corning Ltd

<table>
<thead>
<tr>
<th>Project Title:</th>
<th>Site Address: Cardiff Road, Barry, South Glamorgan, CF63 2YL</th>
<th>Client: Dow Corning Ltd</th>
<th>PO Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Work Location:</td>
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**Assessed By:**

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Signature</th>
<th>Date Assessed</th>
<th>Assessment Review Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paul Bunyan</td>
<td></td>
<td>31st July 2013</td>
<td>30th July 2014</td>
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**Approved By:**

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Signature</th>
<th>Date Approved</th>
</tr>
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<tbody>
<tr>
<td>Steve Tossell</td>
<td></td>
<td>09th August 2013</td>
</tr>
<tr>
<td>Roland Davies</td>
<td></td>
<td>09th August 2013</td>
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### Hazard Identification

<table>
<thead>
<tr>
<th>Physical Hazards</th>
<th>Y</th>
<th>Physical Hazards (Continued)</th>
<th>Y</th>
<th>Fire Hazards</th>
<th>Y</th>
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<tbody>
<tr>
<td>Airborne Dust / Fumes</td>
<td></td>
<td></td>
<td></td>
<td>Explosive Materials</td>
<td></td>
</tr>
<tr>
<td>Access / Egress</td>
<td>✓</td>
<td></td>
<td></td>
<td>Flammable / Combustible Materials</td>
<td></td>
</tr>
<tr>
<td>Adverse Weather Conditions</td>
<td></td>
<td></td>
<td>✓</td>
<td>Flammable Atmospheres</td>
<td>✓</td>
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<tr>
<td>Aggression/Violence</td>
<td></td>
<td></td>
<td></td>
<td>Pyrophoric Material</td>
<td></td>
</tr>
<tr>
<td>Bullying</td>
<td></td>
<td></td>
<td></td>
<td>Sources of Ignition</td>
<td></td>
</tr>
<tr>
<td>Collapse of Equipment / Materials</td>
<td></td>
<td></td>
<td></td>
<td>Static Electricity</td>
<td></td>
</tr>
<tr>
<td>Confined Space Entry</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crane Movements / Lifting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Display Screen Equipment</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Drowning</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Electricity - Electric Shock / Burns</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Entanglement</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment / Materials</td>
<td>✓</td>
<td>Other Hazards – Specify Below</td>
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<td></td>
</tr>
<tr>
<td>Falling Objects / Materials from Height</td>
<td>✓</td>
<td>Environment - Waste Disposal</td>
<td>✓</td>
<td>Disabled Workers</td>
<td></td>
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<tr>
<td>Falls from Height (Working at Height)</td>
<td>✓</td>
<td>Process Pipework</td>
<td></td>
<td>Expectant and Nursing Mothers</td>
<td></td>
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<tr>
<td>Gas Cylinders</td>
<td></td>
<td>Impulse Lines / Tubing</td>
<td></td>
<td>Lone Workers</td>
<td>✓</td>
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<tr>
<td>Gasses</td>
<td></td>
<td></td>
<td></td>
<td>Young Persons</td>
<td></td>
</tr>
<tr>
<td>High Pressures</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>High Ambient Temperature</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hot Surfaces</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Housekeeping / Slips, Trips &amp; Falls</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Low Ambient Temperature</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Manual Handling / Ergonomic</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Moving Equipment/Machinery</td>
<td>✓</td>
<td>Blood Borne Pathogens / Body Fluids</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Noise</td>
<td>✓</td>
<td>Hygiene/Welfare</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating / Driving MEWP’s</td>
<td></td>
<td>Legionella</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oxygen Depletion / Enrichment</td>
<td></td>
<td>Leptospirosis (Weils Disease)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pneumatics / Hydraulics</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poor Lighting</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Radiation</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Sharp Objects</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stress</td>
<td></td>
<td>Asbestos</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Struck By / Against</td>
<td></td>
<td>Corrosive Chemicals</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trapping Points</td>
<td>✓</td>
<td>Harmful Chemicals</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Underground Services</td>
<td></td>
<td>Irritant Chemicals</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UUneven Work Surfaces</td>
<td></td>
<td>Odorous/Noxious Chemicals</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use of Hand Tools / Power Tools</td>
<td>✓</td>
<td>Toxic Chemicals</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicles / Transport</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vibration</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

### Vulnerable Groups

- Disabled Workers
- Expectant and Nursing Mothers
- Lone Workers
- Young Persons

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**Physical Hazards (Continued)**

1. Chemical Hazards
   - Asbestos
   - Corrosive Chemicals
   - Harmful Chemicals
   - Irritant Chemicals
   - Odorous/Noxious Chemicals
   - Toxic Chemicals
   - Vehicles / Transport
   - Vibration

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**Biological Hazards**

- Blood Borne Pathogens / Body Fluids
- Legionella
- Leptospirosis (Weils Disease)
“Containment & Small Power Installation in W403 Control Room”

Risk Assessment

Task: “Containment & Small Power Installation in W403 Control Room”

The following risk assessment has been completed to ensure adequate controls are in place to eliminate or reduce the risk to as low as is reasonably practicable. In considering who may be harmed we have included C&P Maintenance employees, but for each task, depending on where it takes place, then further consideration should be given to others who may be affected by our activities e.g. Dow Corning employees and other contractors.

L = Likelihood
C = Consequence
HR = Hazard Rating (with NO controls in place).
RR = Risk Rating (with controls in Place).

<table>
<thead>
<tr>
<th>HAZARDS</th>
<th>L</th>
<th>C</th>
<th>HR</th>
<th>WHO MAY BE HARMED</th>
<th>CONTROL MEASURES TO REDUCE THE RISK TO AS LOW AS IS REASONABLY PRACTICABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Access and Egress</td>
<td>3</td>
<td>3</td>
<td>9</td>
<td>C&amp;P employees</td>
<td>All areas of plant require a comprehensive Permit to work form for all jobs undertaken on DCL site except when working within office buildings. When working within office buildings a “Job Card” may be issued by the permit issuer/custodian of the building in place of a Permit to work. Access and egress to each working area will be by roadways, fixed walkways and platforms at each process plant area. Access and egress to the individual working areas will be from the platform or will be by one of the safe working at height methods described in the working at height section.</td>
</tr>
<tr>
<td>HAZARDS</td>
<td>L</td>
<td>C</td>
<td>HR</td>
<td>WHO MAY BE HARMED</td>
<td>CONTROL MEASURES TO REDUCE THE RISK TO AS LOW AS IS REASONABLY PRACTICABLE</td>
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<td>--------------------------------------------------------------------------</td>
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<tr>
<td>2. Electricity - Contact with ‘live’ electrical components causing electrical shock, burns or electrocution.</td>
<td>5</td>
<td>5</td>
<td>8</td>
<td>C&amp;P employees</td>
<td>Only qualified and competent persons to work on electrical equipment. All work on electrical equipment only to be carried out following isolation. C&amp;P are competent to undertake the isolations. This must either be done at the local substation or for office lighting at the fuse board. For safe isolation please refer to C&amp;P document reference 13.1.3 Safe Isolation Procedure for DEAD working on LV and ELV. Isolation Permits to be taken out prior to any work commencing. Under NO circumstances must any electrical installation or maintenance be carried out on ‘live’ equipment. When live tests are to be carried out then please refer to C&amp;P document reference 13.1.4 Live Working Procedure on Low Voltages (up to 1000V).</td>
</tr>
<tr>
<td>3. Objects falling from Height</td>
<td>4</td>
<td>2</td>
<td>8</td>
<td>C&amp;P employees</td>
<td>No tools to be stored loosely on stepladder top step. Good housekeeping to be maintained in working areas. When working at height area below to be cordoned off by use of bunting and signage or standby man to warn approaching persons of danger.</td>
</tr>
<tr>
<td>4. Falling from Height (Working at Height)</td>
<td>5</td>
<td>5</td>
<td>8</td>
<td>C&amp;P employees</td>
<td>Where access to the working area requires a “step up” of a few centimetres then this can be achieved on most levels. Where the need to work at height exposes the individual to a fall to danger then additional controls will</td>
</tr>
<tr>
<td>HAZARDS</td>
<td>L</td>
<td>C</td>
<td>HR</td>
<td>WHO MAY BE HARMED</td>
<td>CONTROL MEASURES TO REDUCE THE RISK TO AS LOW AS IS REASONABLY PRACTICABLE</td>
</tr>
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<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>4. Cont</td>
<td></td>
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<td>need to be in place. These will involve scaffolding platforms. MEWP to be supplied and maintained to a high standard by Dow Corning. Trained and certificated C&amp;P operatives to operate the MEWP. Stepladders with handrails and Fibre glass ladders are used in many locations where the work is of short duration and the height to work at is relatively low, ladders can be secured or footed and supported.</td>
</tr>
<tr>
<td>5. Slips, Trips and Falls due to poor housekeeping.</td>
<td>5</td>
<td>4</td>
<td>21</td>
<td>C&amp;P employees</td>
<td>Good housekeeping practices across the site by the client provides for a safe place of work. Clear concrete pathways, roadways and signage. Painted walkways. Good safety footwear. Regular Audits by C&amp;P supervisor and management. Audits by Dow Corning personnel. C&amp;P standards in housekeeping, safety contacts provided and more specific training. Removal of all waste. Cables to be positioned and secured where they will not cause a trip hazard. Where they do cross a walkway then they will be appropriately covered to reduce the chance of a trip.</td>
</tr>
<tr>
<td>6. Manual Handling – carrying of equipment (ladders, tools etc.) Installation of new light fittings will involve awkward postures and supporting and manually handling them at height.</td>
<td>5</td>
<td>3</td>
<td>15</td>
<td>C&amp;P employees</td>
<td>All Manual Handling tasks are individually Risk Assessed. Operators trained and competent in Manual Handling. Large and awkward items to be handled/carried by two operatives.</td>
</tr>
<tr>
<td>7. Use of hand tools and power tools / Entanglement / Trapping points – variety of electrical tools and hand tools are needed for general installation and electrical maintenance.</td>
<td>3</td>
<td>5</td>
<td>15</td>
<td>C&amp;P employees</td>
<td>Drills and other power tools will be battery operated. Where this is not reasonably practicable then low voltage mains will be required (110v). See electrical controls above. PAT testing of mains operated tools.</td>
</tr>
<tr>
<td>HAZARDS</td>
<td>L</td>
<td>C</td>
<td>HR</td>
<td>WHO MAY BE HARMED</td>
<td>CONTROL MEASURES TO REDUCE THE RISK TO AS LOW AS IS REASONABLY PRACTICABLE</td>
</tr>
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<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>7. Cont</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Secure cables. No loose clothing or jewellery near to rotating chuck. All hand tools to be clean and in good working order.</td>
</tr>
<tr>
<td>8. Poor Lighting</td>
<td>5</td>
<td>4</td>
<td>20</td>
<td>C&amp;P employees</td>
<td>Temporary lighting to be installed where necessary</td>
</tr>
<tr>
<td>9. Workplace Transport – vehicles in use on internal roads.</td>
<td>5</td>
<td>5</td>
<td>24</td>
<td>C&amp;P employees</td>
<td>Restricted access to site – only authorised vehicles. Road signs, road traffic standards, high way code. Pedestrian crossings. When occupying an area of roadway then specific road controls required – protection of personnel and items of plant with signs and barriers. If necessary then road closures will be enforced with permission from client – permit to work. Park in designated parking areas only.</td>
</tr>
<tr>
<td>10. Environment - waste disposal</td>
<td>3</td>
<td>5</td>
<td>15</td>
<td>Environment</td>
<td>Responsibly dispose of all generated waste by using licensed contractors to remove all waste such as electrical cables, equipment.</td>
</tr>
<tr>
<td>11. Contact with Dow Corning Chemicals on site Different Process areas manufacture and use different types of chemicals i.e. toxic, corrosive, harmful etc.</td>
<td>5</td>
<td>4</td>
<td>21</td>
<td>C&amp;P employees</td>
<td>Comprehensive Permit to work form required for all jobs undertaken on DCL site except when working within office buildings. When working within office buildings a “Job Card” may be issued by the permit issuer/custodian of the building in place of a Permit to work.</td>
</tr>
<tr>
<td>HAZARDS</td>
<td>L</td>
<td>C</td>
<td>HR</td>
<td>WHO MAY BE HARMED</td>
<td>CONTROL MEASURES TO REDUCE THE RISK TO AS LOW AS IS REASONABLY PRACTICABLE</td>
</tr>
<tr>
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<td>------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>11. Cont</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Dow Corning to provide details of hazards and precautions necessary for each process area including COSHH risk assessments.</td>
</tr>
<tr>
<td>12. Fire - flammable atmospheres, sources of ignition</td>
<td>5</td>
<td>5</td>
<td>20</td>
<td>C&amp;P employees</td>
<td>No sources of ignition to be used or taken on to plant areas without a valid Work Permit for the task. Some situations may require minor hot work but it is very unlikely. Agree any hot work necessary with client – agree permit required for hot work. Fire extinguishers and fire watchmen at area of hot work. Trained competent operators.</td>
</tr>
<tr>
<td>13. Lone Workers - Many of the Routine Operational checks are required to be completed by one person. Lone Workers, if injured, are more likely to go undetected and could exacerbate the seriousness of the injury due to delays in rescue and treatment.</td>
<td>5</td>
<td>5</td>
<td>20</td>
<td>C&amp;P employees</td>
<td>Trained and competent persons. Contact Protocol with C&amp;P supervisor. Individual radio. Plant Alarms. Emergency assembly points.</td>
</tr>
</tbody>
</table>
## Risk Matrix

<table>
<thead>
<tr>
<th></th>
<th>First Aid Injury</th>
<th>Minor Injury (preventing activity for one day)</th>
<th>Suffering (preventing activity for 3 days or longer)</th>
<th>Major injury</th>
<th>Fatal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certain</td>
<td>5</td>
<td>10</td>
<td>15</td>
<td>20</td>
<td>25</td>
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<tr>
<td>Probable</td>
<td>4</td>
<td>8</td>
<td>12</td>
<td>16</td>
<td>20</td>
</tr>
<tr>
<td>Likely</td>
<td>3</td>
<td>6</td>
<td>9</td>
<td>12</td>
<td>15</td>
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<tr>
<td>Possible</td>
<td>2</td>
<td>4</td>
<td>6</td>
<td>8</td>
<td>10</td>
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<tr>
<td>Unlikely</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

- **Acceptable** (1-5) No further action but ensure controls are maintained
- **Adequate** (6-15) Look to improve at next review
- **Unacceptable** (16-25) Stop activity and make immediate improvements

## Safe Working Procedure

### Final Risk Rating

The risk rating for the activity of the “Power Installation to Site Cabins” has a final Risk rating of “10” if all the controls are applied at all times. Failure to implement the controls will lead to a higher risk of injury. The level of 10 is adequate (yellow section 6-15) but improvements should be made to reduce the overall risk down to acceptable (green section 1-5). This Risk assessment needs to be reviewed in the next 12 months (see review date).

### Persons and Competency

All the C&P Engineering employees who work on this contract must have been taken through this SWP and must sign the register (on the last page of this document) to demonstrate that they understand the controls and how they are to be applied. They must be competent and have the relevant certification for the equipment they are working on and for operation of the MEWP.

### PPE Requirements

The individuals on this contract are required to wear at all times:-
- Safety Footwear with minimum 200Jules toe cap. The ankles must be protected.
- General proban treated overalls or proban treated trousers & jacket.
- General purpose gloves or Kevlar gloves over surgical nitrile gloves (depending on the task).
- Safety helmet – centurion or equivalent. No requirement for safety helmet in office buildings.
- Safety glasses to be worn or safety over-glasses to be worn if wearing your own prescription glasses. No requirement for safety glasses or safety over-glasses in office buildings.
- High visibility waistcoat. No requirement for high visibility waistcoat in office buildings.
- Ear defenders when working in areas which require mandatory hearing protection.
In addition to the above goggles are required in plant areas instead of safety glasses and Kevlar gloves when using open blade knives, harnesses will be used when working from a MEWP basket. Some process areas may require chemical suits and this will be stipulated on the Dow Corning permit to work.

**NOTE:** When working from stepladders near to platform edges and there has been **NO** scaffolding extensions attached to the handrail then **full body fall arrest harnesses** should be worn. Full body fall arrest harnesses are a last resort and should be worn in conjunction with other controls for working at height.

**Plant Status**

In almost all cases electrical isolation will be required for the equipment that is to be worked on. When carrying out “Inspection & Testing” of circuits some **LIVE** tests are required. This live working is to be carried out as per the attached **C&P document reference 13.1.4 Live Working Procedure on Low Voltages (up to 1000V).**

**Permits, Certificates or Registers**

A general permit to work is required for all work locations and access onto process plant. Isolations will be recorded on this permit. A separate hot work permit is required for battery operated equipment or any specific hot work.

When work is being carried out within office buildings a “Job Card” may be issued by the permit issuer/custodian of the building in place of a Permit to work. This is at the discretion of the Permit issuer/custodian of the building depending upon what type of work is to be carried out.

**Access and Egress**

Before accessing any part of a process plant then an authorisation to work permit will be obtained from the Dow corning permit issuing office for that particular area. Access and egress will be by recognised walkways, pavements, road crossings, working and process platforms. Access to areas where there is a risk of falling to danger will be by additional access equipment such as scaffolding, MEWP, fixed or secured and supported ladders.

**Procedure**

1. Contact the site area in advance and agree that access to the specific area is acceptable.

2. Wear the PPE that is required for the particular process area that you will be working in. N.B. There is minimum requirement as highlighted in the PPE section above for all areas. Ensure that the PPE is in good condition and affords adequate protection.

3. Report to the permit office before accessing site. Obtain a Dow Corning permit to work (job card if working within office buildings) and comply with all requirements stated and explained verbally by the issuer. Additional PPE stated must be worn. Agree access and egress routes. Isolation of electrical section needs to be agreed with Dow Corning personnel.

4. Undertake the appropriate isolation in the electrical substation or at the appropriate fuse or electrical control panel. Ensure that the personal locks are attached and the keys are retained by the working party member.

5. Inspect area to be worked in and determine equipment & materials required. Collect equipment & materials from DCL stores/cable compound/C&P Workshop in contractors compound.

6. Where the inspection revealed working at height is a risk, then the appropriate control(s) must be adopted. We must follow the hierarchy of working at height and aim to prevent the fall in the first place i.e. permanent platform, scaffold, MEWP, stepladder with handrails on top step, harnesses.
7. Scaffolding requirements must be agreed with Dow Corning and their approved scaffolding sub-contractor. If a MEWP is required then this must be pre-booked on the wall board.

8. Where electrical maintenance/installations are at height and close to platform edges i.e. Process areas, then consideration, as a first option, should be given to erecting scaffolding extensions to the handrails to prevent falls from height, or where this is impracticable, then full body fall arrest harnesses should be worn if working from stepladders near to the platform edge (this does not prevent the fall but prevents a person falling to danger and therefore limits the consequences of the injury) bearing in mind any structures that may be below the working platform and interfere with the fall. Fall arrest harnesses should be regarded as the last resort but can and should be worn in conjunction with certain controls for working at height. Lightweight detachable stepladders with handrails and gate all around the top working platform should be used if available.

9. Park vehicle in recognised parking areas for equipment “off-loading”. Manually handle equipment to the location using the kinetic manual handling techniques supplied in safety contact and training course. Where heavy or awkward items need to be carried then a separate manual handling risk assessment is required for the particular location.

10. Collect MEWP if required for access from MEWP parking location. Full Body Harnesses will be worn and attached by all operatives as soon as they enter the MEWP basket. This applies to driving the MEWP to the location of work. One operative is to drive MEWP on roadways to the location. Use the C&P vehicle as escort using hazard warning lights to warn other road users.

11. Create appropriate road control if MEWP is needed to be parked on the road way – road control will be appropriate to the risk and extent of use of the road. As a minimum the MEWP will be coned off and bunting placed between cones. This could be increased if necessary to traffic light controls or road closure if agreed with Dow Corning.

12. Place bunting at ground level to demarcate exclusion zone below location of work when working at height. This will be a minimum of 10m diameter but will be greater in most circumstances using the structures in the area.

13. Equipment transported in the MEWP basket will be secured in the basket until it is to be fitted. This will include tools and fittings.


15. Install new TP&N distribution board (DB01) and new power supply cable and Earth from existing EDB1 to new DB01.

16. Gland cable both ends, insulation resistance check cable and terminate cable at both ends. Terminate Earth cable.

17. Install small power, Earthing and lighting equipment in new extension and terminate cables.

18. Dead tests on electrical circuits to be carried out by competent person and recorded.

19. The electrical isolations will be removed and power restored to the electrical section that had previously been isolated.

20. Live tests on electrical circuits to be carried out by competent person and recorded.

22. Once the work is completed all tools, equipment, waste fittings and cut offs from cable must be removed from the site.

23. The MEWP (if required) will be returned to the MEWP parking area with the C&P vehicle acting as escort.

24. The permit to work (job card if working within office buildings) will be cancelled.

25. Electrical Installation test certificate is to be completed. The top copy of the certificate is to be given to the customer and the yellow copy is to be returned to Paul Bunyan in Gorseinon Head Office.
Emergency Procedures – Telephone 3333 Internally

In the event of an emergency and depending on the site and access to such, the emergency services should be called using the internal emergency number. Raising the alarm is our first priority. All C&P employees must report to their appropriate place of safety, if the alarms are sounded. You must stay at this location and report to the Client representative. Follow the directions of the Client personnel in charge at the muster point. Lifting an eye wash station or stepping on a safety shower will raise alarm to DC Control, who will send assistance to the area accordingly.

Raising the Alarm

Telephone 3333
Use your radio – Channel 15/16 call sign “DC control”
In the event where neither of the above options are possible then use safety shower or eyewash point on plant as these will activate the alarm in DC control
Use break glass point within building for local alarm

Dow Corning Alarm Signals

Klaxon 3 seconds on 3 seconds off – Major Incident
All personnel to report to their nearest muster point indoors immediately. Swipe badge on Muster Reader.

Fire Alarm Bells
All personnel to report to their nearest fire assembly point outside immediately.

Blue Flashing Light - Outside a Building
No personnel to enter the building until advised by a DCL member.

Audible Alarm and Red Flashing Light on Process Plant
All personnel to make their work area safe and leave the area. No return until advised by a DCL Member.

Note: If the last page of this document is not attached do not worry as it does not contain any relevant information regarding the SWP. The last page is a register of signatories and is intended to be detached and returned to Gorseinon head office for filing.
“Containment & Small Power Installation in W403 Control Room” at Dow Corning Ltd

The above document has been read and explained to me by my supervisor. I understand the controls and how they are to be applied.

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The following comments/queries were raised and discussed with my supervisor (Please insert below any concerns, comments or views which may identify additional problems):

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** THIS PAGE IS TO BE SIGNED, DATED, DETACHED AND RETURNED TO GORSEINON HEAD OFFICE A.S.A.P. (VIA FAX, EMAIL, POST OR HAND) **