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# RO GROUP HEALTH, SAFETY & WELLBEING MINIMUM EXPECTATIONS DOCUMENT



**RO Group**  
**Health and Safety Minimum Expectations**

Topic	Requirement/Preference
<b>Health</b>	
COSHH - Asbestos	<b>Requirement</b> for Asbestos awareness training for all site operatives/managers when working on existing buildings.
COSHH – Dust	<b>Requirement</b> for control arrangements that suitably protect site operatives from respiratory disease, including face-fit masks and extraction systems. <b>Requirement</b> for RO Dust TBTs to be delivered to new operatives.
Noise	<b>Requirement</b> for directional/white noise reversing warning sounders on all operated plant. <b>Requirement</b> for quiet periods to be agreed when working in occupied buildings.
Manual Handling	<b>Preference</b> for Toolbox Talks or similar for all Site Staff and Operatives, covering ‘hidden’ health risks
Manual Handling	<b>Requirement</b> for a CPCS Slinger/Signaller/Banksman to be onsite for all lifting activities (involving chains or slings).
Health Awareness Training	<b>Requirement</b> for Toolbox Talks or similar for all Site Staff and Operatives, covering dust, noise, manual handling, vibration, mental health and behavioural safety.
Mental Health & Wellbeing	<b>Requirement</b> for Construction Industry Helpline to be promoted, via App and “pack” of posters and cards, during inductions
Toolbox Talks	<b>Requirement</b> for proactively delivered programme of Toolbox Talks for all Site Operatives throughout duration of works on site, anticipating forthcoming activities and reacting to events/incidents as necessary.
Site rules	<b>Requirement</b> for adoption of a zero-tolerance policy towards Drugs and Alcohol use and influence on site; to be communicated in the site induction process.
<b>Welfare</b>	
Hygiene	<b>Preference</b> for clean and dirty drying room spaces, along with lockers for use by Operatives.
Hygiene	<b>Preference</b> for engaging local professional service for at least weekly cleaning of welfare facilities in addition to daily site cleaning routine. This should be enhanced during inclement weather.
WC’s	<b>Requirement</b> for mains or tank always connected to WC facilities; <b>Preference</b> for provision of sanitary products and bins
Showers	<b>Preference</b> for provision of shower facilities.
<b>Fire &amp; Emergency</b>	
Fire Risk Assessment	<b>Requirement</b> that the HSG168 Fire Safety in Construction or The Loss Prevention Society Standards and Guidance should be adopted.
Fire Alarm	<b>Preference</b> for an interconnected, wired or wireless, and powered system.
Hot Works	<b>Requirement</b> to follow Fire Loss prevention council updated guidance on hot works

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Risk Assessment Timber Frame	<b>Requirement</b> for the Principal Contractor to provide a timber frame design risk assessment pre-commencement.
Emergency first aid	<b>Preference</b> to have a defib onsite.
Training	
Manager qualification	<b>Requirement</b> for all Site Managers to be SMSTS trained. <b>Preference</b> for site managers to have the Behavioural Safety Management in Construction CITB training. <b>Preference</b> for supply chain owners with controlling mind to be SMSTS trained.
Operative qualification	<b>Requirement</b> for Site Assistants to be a minimum SSSTS trained; <b>preferable</b> to extend to supply chain Supervisors.
Operative qualification	<b>Requirement</b> for Site Managers to be 3-day First Aid trained. <b>Preference</b> for Mental Health 1 <sup>st</sup> Aid Awareness training for Site Managers.
Operative qualification	<b>Requirement</b> for all site Operatives/Managers to hold relevant CSCS card.
Operative/manager qualification	<b>Preference</b> for site managers and operatives to have the Behavioural Safety Awareness in Construction CITB training
Operative qualification	<b>Requirement</b> for users to demonstrate manufacturers training has been received/completed on safe use of work equipment.
Working at Height	
Scaffolding	<b>Requirement</b> for scaffolding sub-contractors to allocate advanced level scaffolder to supervise scaffolding works and undertake weekly inspections.
Scaffolding	<b>Requirement</b> for proprietary ladder guards and proprietary staircase gates to prevent unauthorised access to scaffolding.
Scaffold training	<b>Requirement</b> for all Site Manager to sit CISRS (Construction Industry Scaffolders Record Scheme) 1-day Scaffold Awareness course with a <b>Preference</b> to attend the 3-day Scaffold Inspection course.
Scaffolding	<b>Requirement</b> for scaffolding sub-contractors to be NASC registered <b>OR</b> be annual audited by 2/3 <sup>rd</sup> party to HS(G) 65
Scaffolding	<b>Requirement</b> for scaffolding to comply with TG20:21 or an approved design, installed by advanced level scaffolders
Scaffolding	<b>Requirement</b> for a 3 <sup>rd</sup> handrail on top lift where undertaking roof works.
Scaffolding ladders	<b>Requirement</b> for access ladders to be Scaff tagged or similar.
Mobile towers/podiums	<b>Requirement</b> to use "Scaff-tag" system or similar for recording mobile tower and podium initial and weekly inspections.
Access stairs	<b>Preference</b> for proprietary access stairs for buildings of more than 3 storeys or terraces of more than 6 units and where scaffolding will remain erected for more than 3 months; otherwise, <b>Requirement</b> for internal, single lift ladders.

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Podium, steps, platforms & step ladders	<b>Preference</b> for use of podium steps and platforms but use of suitable stepladders acceptable for short duration work in accordance with an approved safe system of work.
Working Platforms	<b>Requirement</b> to utilise proprietary crash deck/working platform to prevent falling when installing intermediate floors and roof
Proprietary access equipment	<b>Requirement</b> to utilise proprietary access equipment when working in stairwells e.g. Oxford 'SPS or Safety Platforms 'Stairsafe'.
<b>Plant and Equipment</b>	
Banksman	<b>Requirement</b> to risk assess access/egress of plant and equipment to sites for need of dedicated banksman.
Portable Appliances	<b>Preference</b> for battery bank charging lockers.
<b>Principal Contractor</b>	
Inspections	<b>Requirement</b> for own independent H&S Advisor to undertake site inspections, monthly as a minimum.
Inspections	<b>Preference</b> for 'high risk' trade contractors to also undertake own independent site inspections, monthly as a minimum.
Temporary works	<b>Requirement</b> for Principal Contractor to name a trained Temporary Works Coordinator with experience commensurate to the project
RAMS	<b>Requirement</b> for Principal Contractor to demonstrate RAMS have been reviewed and approved for all activities, with Operatives inducted into RAMS before starting work, and when RAMS updated/revised.
RAMS	<b>Requirement</b> for RO trade checklists to be self-assessed before RAMS submitted to RO Group for approval
Review and Consultation	<b>Requirement</b> for regular (at least monthly) sub-contractor meetings to include H&S performance and management
Review and Consultation	<b>Requirement</b> for collective regular (at least monthly) H&S inspections with sub-contractors
Communication	<b>Preference</b> for using social media (e.g. WhatsApp) channel for sharing daily hazards and other key activities with trade supervisors
<b>Site &amp; Workplace Conditions</b>	
Security surveillance	<b>Preference</b> for Robowatch, or similar remotely monitored CCTV/alarm/alert system for vulnerable sites.
Control of access to site (given site manager not based in office at all times)	<b>Preference</b> to install video entry doorbell ('Ring' or similar) with link to site manager's phone; personnel gate within hoarding to be secured with Digilock or a similar device.
Workplace	<b>Requirement</b> , in addition to statutory inspections, for daily/weekly checks to include perimeter fences and hoarding, with records kept.
Trailing leads	<b>Requirement</b> for cable management to be carefully considered for impact on access routes. <b>Preference</b> , where safe to do so, for early installation of the permanent electrical supply targeted to reduce reliance on temporary arrangements.

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Temporary Electrics	<b>Requirement</b> for site temporary electrics management plan to be updated as work progresses (and conditions change).
Incident Reporting	<b>Requirement</b> to implement a Near Miss reporting regime (to align with ROG 'Don't Walk By' initiative). <a href="mailto:dontwalkby@roggroup.co.uk">dontwalkby@roggroup.co.uk</a>
Traffic Management	<b>Requirement</b> for traffic management plans to consider interfaces with existing Tenants/Residents and be updated to reflect new Tenants/Occupiers being on site; clear segregation and safe access routes must be maintained at all times. <b>Requirement</b> for plan to be reviewed monthly & when circumstances dictate.
Traffic Management	<b>Requirement</b> for traffic management plans to consider suitable arrangements for off-loading and distribution of materials
Utilities/Services	<b>Requirement</b> for a Utilities/Service hazard board to share and communicate information, hazards and control arrangements
Site Supervision & Documentation	
Construction Phase H&S Plans	<b>Requirement</b> to demonstrate regular (monthly and as necessary) reviews and updates of Construction Phase Health & Safety Plans by competent advisors.
Inductions	<b>Requirement</b> for RO "a message from the site owner" to be delivered as part of all site inductions.
Inductions	<b>Preference</b> for inductions to be at least part pre-completed before Operatives/Visitors attend site by use of online systems/portals
Posters	<b>Requirement</b> for RO "the most important thing that you can do" poster to be placed at site entrances and in site offices.
Posters	<b>Requirement</b> for RO "the Golden Rules" poster to be placed in site welfare areas and meeting rooms.
Posters	<b>Requirement</b> for RO "FRIEND" & "CARE" posters to be placed in site welfare areas and meeting rooms.
Posters	<b>Requirement</b> for RO "Take 5" poster to be placed in site welfare areas and meeting rooms.
Posters	<b>Requirement</b> to display Don't Walk By' video poster.
Toolbox Talks	<b>Requirement</b> for RO Don't Walk By TBTs to be delivered monthly for new operatives.
Notice Board	<b>Preference</b> H&S Notice Board to follow Guide in Appendix 1
Hazard Boards	<b>Requirement</b> for a Site Hazard Board, replicated on larger sites in prominent locations, to communicate hazards to all operatives and for use daily in briefing supervisors
Hazard Boards	<b>Preference</b> for "per unit" or similar control boards to visually manage trade sequence and activities in definable spaces
Daily Briefings	<b>Requirement</b> for Site Hazard Board briefings to be recorded
Accidents and Incidents	<b>Requirement</b> for actual and potentially RIDDOR reportable events to be investigated, including human error factors and agreeing preventive actions.

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**Site Health & Safety notice board guide**

Suggested locations: meeting room, welfare area, canteen area

**HEALTH & SAFETY  
NOTICE BOARD**

- HSE H&S Law Poster
- F10
- Principal Contractors H&S Policy Statement
- Emergency Procedures - accident/incident
- PCs Insurance Certificates (PL/EL)
- Site logistics/traffic management plan
- Fire Plan
- Site Team/Contact List
- Site Rules
- RO "The most important thing..."
- RO "Golden Rules"
- RO "CARE" & "FRIEND"
- RO "Take 5"
- DWB video posters



Appendix 1