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| Scope |
| This procedure applies to all Company projects, offices, facilities, asset and concession companies and Joint Venture (JV) projects where the Company Management System has been adopted by the JV Board. Where the Company is required to operate another party’s Management System then the requirements of the Joint Venture/Alliance Business Management System (BMS) Assessment (MSC-PR-0002) must be followed in relation to assessing the validity of third party management systems. |

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| Purpose |
| The purpose of this document is to define the controls to eliminate or reduce the risk of fire or explosions associated with projects/sites that store or use Dangerous Substances.  The requirements in this procedure are considered to be our current standards and must be adopted as part of a safe system of work. However, Projects and Contracts are also encouraged to identify new methods of working as long as these are: developed through rigorous risk assessment, demonstrably improve on current standards, deliver legal compliance and are approved in accordance with the Control of HSES Derogation procedure ([HSES-PR-0004](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/BMS%20Documents/HSES/Health%20and%20Safety/Procedures/HSES-PR-0004%20Control%20of%20HSES%20Derogation.docx)). |

Procedural Requirements

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|  | **APPLICATION** |
|  | The [Dangerous Substances and Explosive Atmospheres Regulations](http://www.legislation.gov.uk/uksi/2002/2776/contents/made), 2002 (DSEAR) apply to the majority of work activities, including those carried out in moveable structures, outdoor areas and domestic premises. The following activities are typical (but not limited to) |
|  | * Storage and use of flammable substances or liquid / gaseous fuels including liquid-based paints and inks |
|  | * Storage of LPG\* |
|  | * Storage and use of oxygen\* |
|  | * Handling and storage of flammable waste solvents |
|  | * Welding or other ‘hot work’ on tanks and drums that have contained flammable material |
|  | * Use of flammable gases, such as acetylene, for welding\* |
|  | * Transport of flammable substances in containers around a workplace |
|  | * Deliveries from road tankers, such as flammable liquids, gases and bulk powders |
|  | \*Activities involving the storage, use, transport or disposal of Gas Cylinders must also refer to the ‘Gas Cylinders’ procedure ([HSF-PR-0012](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-6441)). |
|  | The application of this procedure to these activities (or others) is dependent on the use or generation of a Dangerous Substance in an area where a potentially Explosive Atmosphere may occur. |
|  | The Regulations do not apply to most activities on ships carried out solely by a ship’s crew involving Dangerous Substances on ships under the direction of the ship’s master. |
|  | Any work on offshore installations is not regarded as normal shipboard activities (and DSEAR applies). Also, when a ship is in a British port and ‘shore side’ workers and the ship’s crew work together: |
|  | 1. in port/dock operations or |
|  | 1. in carrying out construction, reconstruction, or conversion repairs to the ship in dry dock |
|  | The Regulations apply to some elements of |
|  | * The use of gas appliances burning gaseous fuels |
|  | * Gas fittings |
|  | * The manufacture, handling, use, storage and transport of chemically unstable substances. Note that Regulations specifically affecting condensed phase explosives are detailed in the [Explosives Regulations](http://www.legislation.gov.uk/uksi/2014/1638/pdfs/uksi_20141638_en.pdf), 2014 |
|  | * Use of means of transport |
|  | Refer to the HSE [L138](http://www.hse.gov.uk/pubns/priced/l138.pdf) ACOP & Guidance (Regulation 3 Application) for further information. |
|  | **IDENTIFYING DANGEROUS SUBSTANCES** |
|  | The Site Lead must ensure that any Dangerous Substances which may be present at the workplace or may be being transported are identified, and the hazards they present are understood (e.g. their flammable or explosive properties). Where necessary, advice should be obtained from the HSES Function in relation to the management of the risk associated with any Dangerous Substance. |
|  | Examples include substances which are |
|  | 1. brought into the workplace and handled, stored and used for processing |
|  | 1. produced or given off (e.g. as fumes, vapour, dust etc.) by a process or activity, or as a result of an incident or accident |
|  | 1. used for or arise from maintenance, cleaning and repair work; or produced as a by-product of any work or process (e.g. waste, residues, scrap materials etc.) or |
|  | 1. naturally occurring in the workplace (e.g. methane may be present in tunnelling and mining operations) |
|  | Useful information on the properties and hazards of Dangerous Substances may be provided by suppliers, e.g. in a Safety Data Sheet (SDS). This technical information could include physical properties such as flashpoints, explosive characteristics or chemical properties. |
|  | Other information could relate to safe methods of using, storing and handling the substances. Suppliers are required to make an SDS available for every chemical they supply. |
|  | Many dusts are not classified substances under Health & Safety regulations and there is no legal requirement to provide an SDS. Suppliers must nevertheless be asked if they can supply any data relevant to assessing the fire and explosion risks. |
|  | **RISK ASSESSMENT** |
|  | Where a Dangerous Substance is present, the Site Lead must ensure that a risk assessment is completed in accordance with the Setting People to Work Safely procedure ([HSES-PR-0011](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8591)). |
|  | No work activity involving a Dangerous Substance will commence unless |
|  | 1. a risk assessment has been made |
|  | 1. the measures required by this procedure have been implemented |
|  | The risk assessment must include consideration of: |
|  | 1. the hazardous properties of the substance, including any relevant information from the SDS or supplier |
|  | 1. how the work is being undertaken with the Dangerous Substance including: |
|  | 1. the work processes and substances used and their possible interactions |
|  | 1. the amount of each substance involved |
|  | 1. the synergistic effects resulting from the combination of more than one Dangerous Substance (where relevant) |
|  | 1. the arrangements for the safe handling, storage, transport and where applicable the disposal of Dangerous Substances |
|  | 1. routine and non-routine activities, where there is the potential for a high level of risk |
|  | 1. the effect of control measures |
|  | 1. the likelihood that an explosive atmosphere will occur and any ignition sources |
|  | 1. the scale of the anticipated effects of a fire or an explosion |
|  | 1. any places which are connected via openings to places in which explosive atmospheres may occur |
|  | **ELIMINATION OR REDUCTION OF RISK FROM DANGEROUS SUBSTANCES** |
|  | The Site Lead must ensure that risk is either eliminated or reduced so far as is reasonably practicable in line with the hierarchy of controls shown below: |
|  | |  |  |  | | --- | --- | --- | | **Level** | **Description** | **Risk Control Measures** | | Elimination and substitution | Remove/Replace the substance or process | * Use a substance that is not classified as a Dangerous Substance * Consider a substance that is intrinsically safer to use or is less flammable or combustible * Use a substance with a higher energy of ignition | | Minimise | Minimise the risk of an explosive atmosphere | * Reduce the inventory or quantity of a substance to a minimum * Reduce the number of people exposed to risk * Minimise the duration of exposure * Avoid or minimise release of a Dangerous Substance * Minimise opportunity for contamination, unintentional compression or confinement of substances * Control the release at source * Prevent the formation of an explosive atmosphere (i.e. ventilation) * Make safe any release (collect, contain & remove) (i.e. LEV) * Avoid ignition sources & adverse conditions * Segregate incompatible Dangerous Substances | | Mitigation | Remaining risk must be mitigated through a robust safe system of work | * Avoid the propagation of fires or explosions * Provide explosion: - * Pressure relief arrangements * Suppression equipment * Resilient plant * Suitable PPE * Maximise thethe rest periods from exposure | |
|  | **GENERAL SAFETY MEASURES** |
|  | The Site Lead must ensure that the workplace is designed, constructed and maintained so as to reduce risk. |
|  | Work processes must be maintained in an efficient state, in efficient working order and in good repair. |
|  | The Site Lead must ensure that equipment and protective systems meet the following requirements |
|  | 1. where power failure can give rise to additional risk, equipment and protective systems must be able to be maintained in a safe state of operation independently of the rest of the plant in the event of power failure |
|  | 1. means for manual override must be provided for shutting down equipment in addition protective systems must be incorporated within automatic processes which deviate from the intended operating conditions. Manual override systems must be operated by employees competent to do so. The provision or use of such means of manual override must not compromise safety |
|  | 1. on operation of emergency shutdown, accumulated energy must be dissipated as quickly and as safely as possible or isolated (contained) so that it no longer constitutes a hazard |
|  | 1. has clear markings or instructions to prevent operator confusion especially between connecting devices |
|  | Where the work is carried out in hazardous locations or involves hazardous activities, a written safe system of work (SSOW) must be produced in accordance with the Setting People to Work Safely procedure ([HSES-PR-0011](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8591)), or mandatory client SSOW which has been agreed and adopted. |
|  | The safe system of work may require a Permit to Work to be issued prior to the start of work. The requirement for a permit will be dependent on the process or client requirements in addition to High Risk activities, such as: - |
|  | * Fire Prevention, Control and Hot Works - [HSF-PR-0009](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8140) |
|  | * Electrical Safety - [HSF-PR-0068](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-1117) |
|  | * Confined Spaces - [HSF-PR-0020](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-6929) |
|  | * Mechanical Systems - [HSF-PR-0042](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-5650) |
|  | * Quarries - [HSF-PR-0050](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-1905) |
|  | Hot work and maintenance processes that involve the application of heat and generation of sparks require additional control measure detailed in Fire Prevention and Control procedure ([HSF-PR-0009](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8140)). |
|  | Storage of chemicals must be considered, as some chemicals, when mixed, can give rise to explosive atmospheres: refer to Storage and Disposal of Hazardous Substances Reference Material ([HSF-RM-0025a](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-6930)). |
|  | The safe system of work must be clear, concise and contain the following information |
|  | 1. a description of the task and where it is to be carried out |
|  | 1. the sequence and method of work |
|  | 1. the hazards identified during the risk assessment |
|  | 1. the competencies required to deal with the hazards |
|  | 1. the precautions necessary to control the hazards |
|  | 1. references to specific safety procedures covering known hazards |
|  | 1. details of any isolations and any related control procedures |
|  | 1. details of tools and equipment to be used |
|  | 1. method of disposal of waste and debris |
|  | 1. details of the state or condition in which the plant or equipment will be left at the end of the activity |
|  | **DESIGN CONSIDERATIONS** |
|  | The workplace, including the location of equipment, must be designed, constructed and maintained to prevent releases of Dangerous Substances accumulating in sufficient quantity that ignition could result in a fire and/or explosion or other events that may lead to injury. |
|  | Design of the workplace and any associated assets or buildings MUST take account of the effects or consequences of a fire or explosion. These preventative concepts would include fire and explosion safety, design of suppression and venting to a safe place, blast deflection and safety distances to inhabited buildings, traffic routes and places where people may gather. |
|  | Blast control and suppression such as blast walls must be designed by a Competent Person and should use compressed earth or reinforced concrete for deflection or containment to avoid fragmentation effects associated with brick built facilities. |
|  | Design considerations should also include workplace ergonomics and process design, including provision of short travel distances (safe means of quick egress from a building), safe tools, such as non-sparking phosphor bronze hand tools and appropriate means of fire precautions, suppression, fire alarm and fire fighting. |
|  | **NON-HAZARDOUS AND HAZARDOUS ZONES** |
|  | Site Leads must classify the workplace location where an Explosive Atmosphere may occur into Hazardous or Non-Hazardous zones in accordance with the regulations. See the HSE’s [L138](http://www.hse.gov.uk/pubns/priced/l138.pdf) ‘Schedule 2 Classification of places where explosive atmospheres may occur’ for more information. |
|  | Where necessary, the entry points to areas classified into zones must be marked with a specified 'EX' sign. |
|  | Before a workplace containing places classified as hazardous is used for the first time, the Site Lead must ensure that its overall explosion safety is verified by a person who is competent in the field of explosion protection as a result of their knowledge, experience and professional training. |
|  | The Site Lead must ensure that appropriate work clothing provided for use in places classified as hazardous does not give rise to electrostatic discharges. See the Personal Protective Equipment Procedure ([HSF-PR-0048](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8083)). |
|  | Where a Hazardous Area classification study has been carried out, this will be recorded in the form of a drawing which |
|  | 1. identifies the Hazardous Areas and classifications of Zones |
|  | 1. shows the extent of the Zones in both plan and elevation (i.e. illustrates the three-dimensional nature of the hazardous zone) |
|  | 1. is supplemented by text giving information about |
|  | * 1. the Dangerous Substances that will be present |
|  | * 1. the work activities that have been considered |
|  | * 1. other assumptions made by the study |
|  | 1. is retained as part of the documentation |
|  | 1. is updated whenever new equipment is to be introduced into a Zoned area |
|  | **SELECTING EQUIPMENT AND PROTECTIVE SYSTEMS** |
|  | Equipment and protective systems for all places in which explosive atmospheres may be present must be selected on the basis of the requirements set out in the [Equipment and Protective Systems Intended for Use in Potentially Explosive Atmospheres Regulations.](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=5&cad=rja&uact=8&ved=0ahUKEwjPwOXglunPAhUHchQKHe-nDxgQFgg4MAQ&url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Fuploads%2Fsystem%2Fuploads%2Fattachment_data%2Ffile%2F293394%2F02-609-product-standards-guidance-note-equipment-protective-systems-potentially-explosive-atmospheres.pdf&usg=AFQjCNEki180_juVr_SMESPGus4phsnd1g) |
|  | **REDUNDANT PLANT AND EQUIPMENT** |
|  | Before any decommissioning or relocation of fixed or bulk storage, advice must be sought from the supplier of the Dangerous Substance about making plant safe before it is mothballed, dismantled, transferred to a holding area or removed from site. |
|  | Where tanks have been made temporarily safe to be taken off site for cleaning and disposal, they must be maintained in a safe condition before and during transport and subsequent demolition. |
|  | Portable gas cylinders (transportable pressure receptacles) of any kind for which there is no further use must be returned to the supplier, who is normally also the owner, for refill or disposal. The Site Lead must keep track of cylinders, drums and other transportable containers on site so that they may be safely disposed of. Activities involving the use of Gas Cylinders must also refer to the ‘Gas Cylinders’ procedure ([HSF-PR-0012](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-6441)). |
|  | **VENTILATION** |
|  | Elimination or minimisation of the release of Dangerous Substances by using closed systems or suitable processing and handling methods must be the first consideration. |
|  | Where this cannot be achieved adequate ventilation must be provided to dilute the concentration of any Dangerous Substances to a safe level. The following table sets out the hierarchy of ventilation: |
|  | |  |  |  | | --- | --- | --- | |  | Method | Requirement | |  | Natural dispersion | Locating plant and storage facilities in the open air normally ensures the best possible dispersion of Dangerous Substances to limit the formation of hazardous explosive atmospheres | |  | Indoors and ventilated from open air | Dangerous Substances located indoors. Ventilation must be adequate to limit the formation of hazardous explosive atmospheres. The greater the air flow from and to open air (natural ventilation) the better.  If possible one or more solid sides to an enclosure should be removed. Ventilation should:   1. ensure there are no stagnant or poorly ventilated areas in the building, room or enclosure containing plant or stores where the dangerous substance can accumulate to form an explosive atmosphere; and 2. prevent the formation of explosive atmospheres in any other parts of the building. | |  | Mechanical ventilation | If sufficient natural ventilation cannot be achieved, Local Exhaust Ventilation (LEV) must be provided.  This must be designed to ensure the space is adequately ventilated. Ventilation openings should be correctly located in the external wall(s) of the building, room or enclosure. | |  | Extraction ventilation to the entire workspace | Where it is not reasonably practicable, or it is considered unnecessary to provide LEV, adequate ventilation may be achieved by general mechanical extraction ventilation (MEV) to the workroom. | |
|  | Ventilation for plant and machinery is normally considered adequate if it limits the average concentration of any Dangerous Substance present to no more than 10% of the Lower Explosive Limit (LEL). |
|  | Any LEV provided must be maintained in accordance with the Control of Substances Hazardous to Health procedure ([HSF-PR-0021](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-1112)) |
|  | **TEMPORARY EXHAUST VENTILATION SYSTEMS** |
|  | Temporary exhaust ventilation systems may be provided for non-routine higher-risk activities, such as |
|  | * cleaning, repair or maintenance in tanks and other confined spaces or |
|  | * in an emergency after a release of a Dangerous Substance |
|  | The methods of work for such activities must be carefully considered and the atmosphere must be continuously monitored to ensure that ventilation is adequate and the area remains safe. |
|  | Where workers will enter the space/area, the Site Lead must ensure that the ventilation is sufficient to ensure that the concentration of the dangerous substance does not exceed 10% of the LEL (irrespective of the provision of suitable breathing apparatus). |
|  | **INFORMATION, INSTRUCTION AND TRAINING** |
|  | The Site Lead must ensure that appropriate information, training and instruction are given to contractors and employees on the Dangerous Substances present together with information on the hazards, risks, precautions and actions necessary for them to remain safe. |
|  | The information provided to employees must be relative to the nature and level of the risk, and must include the following: |
|  | 1. how and where the Dangerous Substance is used in the specific site activities in addition to the general information in any SDS |
|  | 1. the method of working and controls to be followed |
|  | 1. training and instruction, which must include the reasoning (theory) behind and the use of the control measures and equipment selected |
|  | 1. any procedures for dealing with accidents, emergencies and incidents |
|  | 1. Any other relevant information from the risk assessment |

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| Abbreviations / Definitions | |
| **DANGEROUS SUBSTANCE** | 1. a substance or preparation which is classified and labelled as explosive, oxidising, extremely flammable, highly flammable or flammable. 2. a substance or preparation which isn’t classified above, but because of its physico-chemical or chemical properties and the way it is used or is present at the workplace creates a risk; or 3. any dust, whether in the form of solid particles or fibrous materials or otherwise, which can form an explosive mixture with air or an explosive atmosphere, not being a substance or preparation falling within (a) or (b) above; |
| **EXPLOSIVE ATMOSPHERE** | a mixture, under atmospheric conditions, of air and one or more Dangerous Substances in the form of gases, vapours, mists or dusts in which, after ignition has occurred, combustion spreads to the entire unburned mixture. The following elements must all be present for an explosive atmosphere.   * atmospheric conditions in terms of ambient temperature and pressure where a flammable vapour could be generated * mixtures of air and Dangerous Substances; * combustion. The concentration of gas or dust is at or above the LEL. |
| **HIGH-RISK ACTIVITIES** | Activities where the foreseeable consequences of an error or an omission could result in immediate and serious injuries, e.g. an explosion or a fire that immediately affects people or traps them. |
| **HAZARDOUS AREA** | A place in which an explosive atmosphere may occur in such quantities as to require special precautions to protect the health and safety of the workers concerned. |
| **LEL** | Lower Explosive Limit. |
| **SITE LEAD** | The person directly responsible for the Health and Safety of all employees, subcontractors and third parties, and for the care of the environment, affected by our works. |
| **REASONABLY PRACTICABLE** | Balancing the level of risk against the measures needed to control the real risk in terms of money, time or trouble. However, you do not need to take action if it would be grossly disproportionate to the level of risk. |
| **RED TEXT** | Not yet available, use current BMS for relevant document |

| INPUTS | | |
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| **Reference** | **Type** | **Title** |
|  | Legislation (EU) | [Explosive Atmospheres Directive 99/92/EC (ATEX)](https://osha.europa.eu/en/legislation/directives/21) |
|  | Legislation (EU) | [Chemical Agents Directive 98/24/EC (CAD)](https://osha.europa.eu/en/legislation/directives/75) |
| [L138](http://www.hse.gov.uk/pubns/priced/l138.pdf) |  | Dangerous Substances and Explosive Atmospheres  Regulations 2002 |
| [L150](http://www.hse.gov.uk/pubns/priced/l150.pdf) | Legislation (UK) | Explosives Regulations, 2014. Guidance on Regulations. ISBN 978 0 7176 6551 8 |
| [URN 02/609](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=5&cad=rja&uact=8&ved=0ahUKEwjPwOXglunPAhUHchQKHe-nDxgQFgg4MAQ&url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Fuploads%2Fsystem%2Fuploads%2Fattachment_data%2Ffile%2F293394%2F02-609-product-standards-guidance-note-equipment-protective-systems-potentially-explosive-atmospheres.pdf&usg=AFQjCNEki180_juVr_SMESPGus4phsnd1g) | External Standard | Equipment and Protective Systems Intended for Use in Potentially Explosive Atmospheres Regulations, 1996 |
| [INDG370](http://www.hse.gov.uk/pubns/indg370.pdf) | Guidance | Controlling fire and explosion risks in the workplace |
| [HSG51](http://www.hse.gov.uk/pubns/priced/hsg51.pdf) | Guidance | The storage of flammable liquids in containers |
| [HSG176](http://www.hse.gov.uk/pubns/priced/hsg176.pdf) | Guidance | The storage of flammable liquids in tanks |
| [HSG140](http://www.hse.gov.uk/pubns/priced/hsg140.pdf) | Guidance | Safe use and handling of flammable liquids |
| [HSF-RM-0025a](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-6930) | Reference Material | Storage and Disposal of Hazardous Substances |
| MSC-PR-0002 | Procedure | Joint Venture/Alliance Business Management System |
| [HSES-PR-0004](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/BMS%20Documents/HSES/Health%20and%20Safety/Procedures/HSES-PR-0004%20Control%20of%20HSES%20Derogation.docx) | Procedure | Control of HSES Derogation |
| [HSF-PR-0009](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8140) | Procedure | Fire Prevention and Control |
| [HSF-PR-0012](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-6441) | Procedure | Gas Cylinders |
| [HSF-PR-0068](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-1117) | Procedure | Electrical Safety |
| [HSF-PR-0021](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-1112) | Procedure | Control of Substances Hazardous to Health |
| [HSF-PR-0020](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-6929) | Procedure | Confined Spaces |
| [HSF-PR-0042](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-5650) | Procedure | Mechanical Systems |
| [HSF-PR-0048](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8083) | Procedure | Personal Protective Equipment |
| [HSF-PR-0050](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-1905) | Procedure | Quarries |
| [HSES-PR-0011](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-8591) | Procedure | Setting People to Work Safely |

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| OuTPUTS | | | |
| **Reference No.** | **Document Title** | **Retention Period** | **Responsibility** |
| [HSES-TF-0011c](https://home360.balfourbeatty.com/ghoreferencecentre/Group%20BMS/_layouts/DocIdRedir.aspx?ID=2KHUWT73P6SE-1572-7851) | Risk Assessment | 3 years | Site Lead |
|  | Hazardous Area classification study (where required) | 3 years | Site Lead |
|  | Records of maintenance of LEV (where applicable) | 5 years | Site Lead |