

Safety Action Plan Frontline Supervision



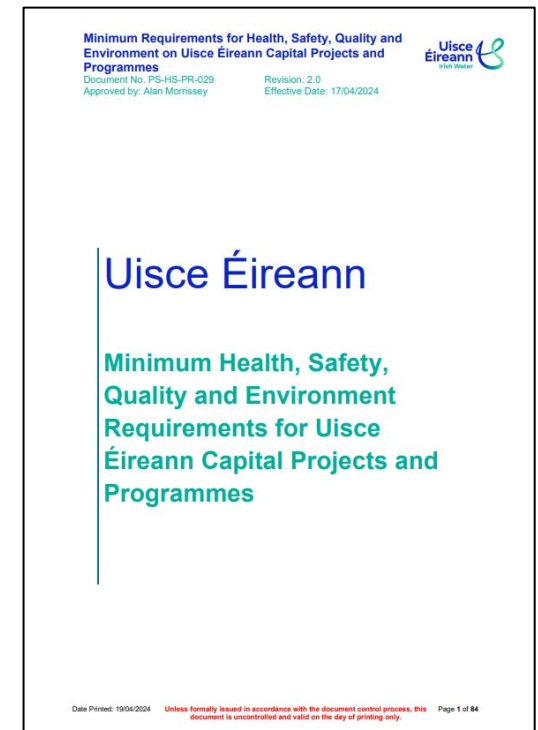
SAP Frontline Supervision

Frontline Supervision is a key initiative under the Safety Action Plan aimed at setting out the minimum site supervision requirements for IDD construction works.

Frontline Supervision Objective:

“Clearly set out the role of the Frontline Site Supervisors on IDD projects, outlining the minimum requirements for the person(s) fulfilling the role”

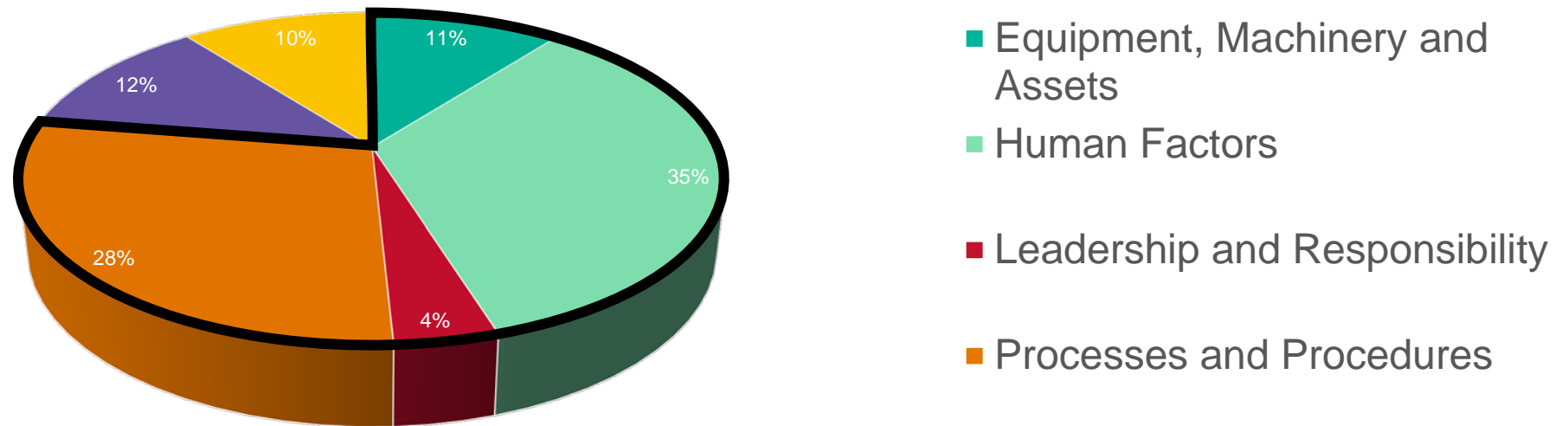
The Frontline Supervision requirements are set out in detail in Section 6.5.5 of PS-HS-PR-029 Minimum Requirements for HSQE on UE Capital Projects and Programmes



Why the Frontline Supervision Initiative is Required

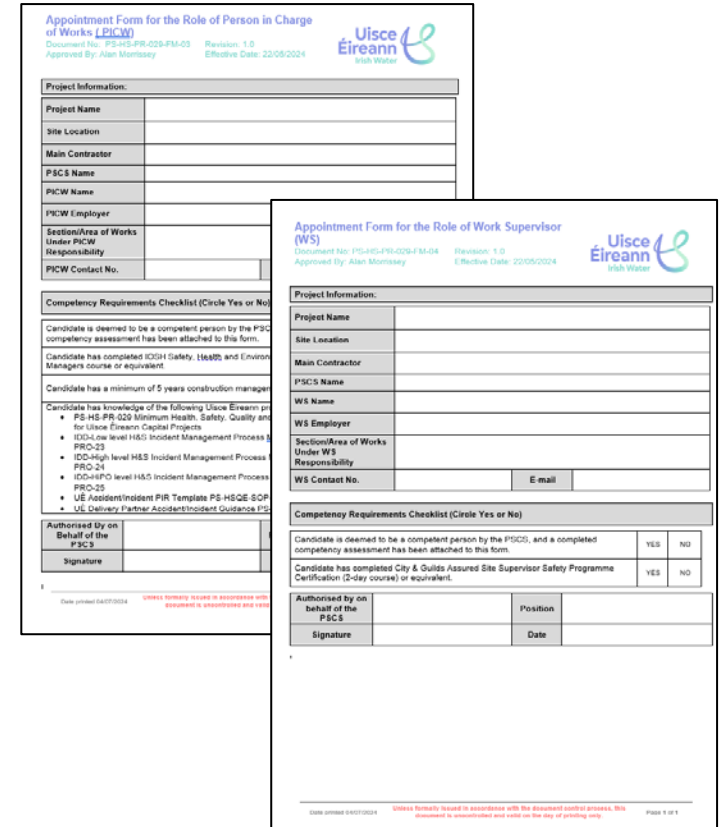
- To address an identified common root cause of incidents and HiPo's

Incidents Reported December YTD 2023 Root Cause



Frontline Supervision Roles

- The PSCS completes a competency assessment and formally appoints the Person in Charge of Works (PICW) and the Works Supervisor (WS) using UE template forms
- The PICW and WS roles are clearly defined in PS-HS-PR-029 in terms of:
 - Ratio of PICW/WS to # Crews/# Operatives
 - Requirements for presence on site
 - Direct employer
 - Training qualifications
 - Experience

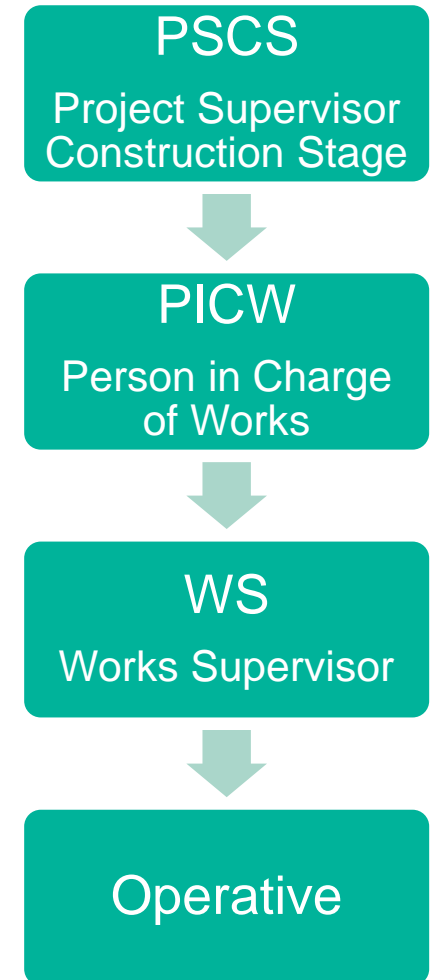


The image shows two overlapping forms from Uisce Éireann. The top form is titled 'Appointment Form for the Role of Person in Charge of Works (PICW)' and the bottom form is titled 'Appointment Form for the Role of Work Supervisor (WS)'. Both forms include sections for Project Information, Competency Requirements Checklist, and Authorization by the PSCS. The PICW form checklist includes criteria such as 'Candidate is deemed to be a competent person by the PSCS competency assessment has been attached to this form' and 'Candidate has completed ICCH Safety, Health and Environment Managers course or equivalent'. The WS form checklist includes 'Candidate is deemed to be a competent person by the PSCS, and a completed competency assessment has been attached to this form' and 'Candidate has completed City & Guilds Assured Site Supervisor Safety Programme Certification (2-day course) or equivalent'.

PS-HS-PR-029-FM-03 (Appointment PICW)
 PS-HS-PR-029-FM-04 (Appointment WS)

PICW and WS Role Requirements

	Person in Charge of Works (PICW)	Works Supervisor (WS)
Responsibilities:	Responsible for safety of personnel on site and risk assessment	Responsible for ensuring RAMS are followed
Site Presence:	On site at least once daily	On site at all times during works
Operative/Crew Limits:	Max 5 Crews : 1 PICW Max 15 Operatives : 1 PICW	Max 8 Operatives : 1 WS
Min. Site Mgmt Training:	5-Day CIF IOSH (or equivalent)	2-Day CIF City & Guild (or equivalent)
Appointed by:	PSCS	PSCS
Directly Employed by:	PSCS	PSCS, Main Contractor, or Subcontractor



Frontline Supervision Application

Frontline Supervision is a requirement of PS-HS-PR-029 and applies to all UE Capital Projects and Programmes being delivered by Construction Contractors.

The Frontline Supervision requirements of PS-HS-PR-029 will apply from 1st January 2025.

UÉ Works Supervisor Training Programme



New training programme under development in collaboration with the National Construction Training Campus and UÉ Supply Chain Partners



Bespoke training focused on empowering frontline supervision through effective leadership and communication on our sites



Satisfies WS min. training requirements



Training Programme to be piloted in Q3 and rolled out by end of Q4

Questions	Answers
When is the new PR029 being published? And when do the associated minimum requirements come into effect?	The updated document will be published WE 19/04/24 and requirements will come into effect straight away. There are exemptions to this such as the supervision requirements as outlined during the presentation. Further communications of implementation plans will be provided over the coming weeks.
Does the PSCS has sole responsibility for approving PICW and WS?	Yes, the PSCS shall complete an appointment form, including a competency assessment, for each nominated PICW and WS, which shall be attached to their Construction Stage Safety & Health Plan and available on site for review at all times.
Will this be a blanket roll out of appointments or phased? (Supervision requirements)	Implementation plan outlined in slides. UÉ are targeting full compliance with the new Supervision requirements from Jan 1 st 2025
For WS training, are contractors to wait for the UE/Mount Lucas specific training or are they to proceed with the 2-Day CIF City & Guilds or equivalent course	Compliance with the site supervision requirements will be required from Jan 1 st 2025. The UE Works Supervisor Training Programme is aimed to be rolled out by end of 2024. To ensure compliance with the requirements of PR-029, contractor are to proceed with the CIF/C&G Training for WS until the new programme is launched.

Questions	Answers
<p>Does the process allow for appointment of multiple PICW, eg have noted some contractors have separate supervision teams for the M&E, and for Civil Works?</p>	<p>1 PICW per max 5 crews with no more than 15 operatives in total, In some instances this will require multiple PICWs</p>
<p>What is the capacity within various training centres to deliver Works Supervisor Training programme to the industry.</p>	<p>The CIF have capacity to deliver training for 200-250 people per month. The CIF outsource this training. Some training facilitators hold this course virtually which may allow greater flexibility in terms of numbers.</p>
<p>If Works Supervisor has a max of 8 Operatives supervisory responsibility, is it assumed therefore that the dual-role PICW/WS can have a max. of 8 Operatives Not 15 for a separate PICW</p>	<p>In this case where the same individual is carrying out both roles, the requirements and max remit for the WS will be prevailing requirements. In this case this individual will have a maximum of 8 No. Operatives working within his/her remit as per the requirements for the WS.</p>

FAQs



Questions	Answers
<p>The changes will have a significant impact on training requirements such as the site supervisor and the COP for lifting, will there be a phased and a collaborative approach to the roll out? Both sides will have to be aware of the significant time and impact this will have on contractors and needs to be taken into consideration especially during UE & RE inspections</p>	<p>Roll out of the new requirements are outlined in this slidedeck. In relation to compliance with the COP for lifting, this is now a requirement and should be reviewed and actioned as soon as possible. The HSQE inspection will be updated to reflect these changes</p>
<p>Can the PICW and the onsite WS be the same person (i.e. combined role). so long as they satisfy both requirements.</p>	<p>Yes, but only if they can fulfil the requirements including being present on site at all times during works, PICW training requirements, max operatives requirements etc..</p>
<p>For projects with over 15 operatives , is it correct to say 2 no PICWs are required</p>	<p>Yes, additional PICW's and WS's will be required once the total number of operative's on site exceeds the requirements.</p>
<p>Is the Supervision Training Programme going to available for UE frontline staff also</p>	<p>Yes, the Works Supervisor Training Programme is being developed initially for IDD but it is expected that it would be rolled out to Operations frontline staff at a later date.</p>

Questions

Answers

Is the new supervision appointment process across all works i.e. site investigation, surveys, etc. Apologies if I missed this in the slides

Yes, these requirements will be in place across all IDD projects and programmes. The supervision requirements will be applicable for all “construction work” as defined by the Safety, Health and Welfare at Work Regulations 1997 and as referenced in the Construction Regulations 2013

Rollout period?: For adequate training to be completed for both WS (2Day) and PICW (5day) Courses.

Roll out of the new requirements are outlined in this slidedeck.. Compliance with training requirements is targeted from Jan 1st 2025

What funding is UE providing to support and upskill this new works supervisor initiative?

UÉ in collaboration with the National Construction Training Centre in Mount Lucas, CIF and our Delivery Partners are developing a bespoke training course which is funded by the Irish Government.

Did UÉ check the capacity for the roll out of the training required in the Code of Practice for the safe use of cranes?

Appointed persons, Lift Supervisor training is available through multiple training providers in Ireland

Questions

Answers

Will monthly audits assess if the revised supervision requirements have been successfully implemented on site? In what month will updated audit be implemented?

Compliance will be monitored through HSQE Inspections. The inspection template will be updated in line with the new requirements of PR029. This process is currently being reviewed

Further to above, the RAMS documentation submitted by contractors currently lists supervisory roles, they presumably should now list these roles on every RAMS document?

The names and appointments of supervisors will be required to be documented in the Construction Stage H&S plan for the works.

Is there a definition of site works whereby the supervision requirements are applicable? For example, commissioning stage with 2 staff on site. Does the PICW need to visit every day. Snagging works with crew of 2 working on site. Does the PICW still need to visit every day?

Yes, these requirements will be in place across all IDD projects and programmes. The supervision requirements will be applicable for all “construction work” as defined by the Safety, Health and Welfare at Work Regulations 1997 and as referenced in the Construction Regulations 2013 .

On a programme of works with a number of sites, it is intended that we would have multiple PICW within the programme covering the various sites. Assume this will be acceptable?

1 PICW per max 5 crews with no more than 15 operatives in total, In some instances this will require multiple PICWs.

FAQs



Questions	Answers
<p>Can the same person fulfill both roles of PICW and WS?</p>	<p>Yes, as long as the operative can fulfil the criteria for both roles they can be both PICW and WS. This would also include being present on site at all times during works and being appointed by the PSCS.</p>
<p>Can the PICW delegate responsibility? Annual Leave.</p>	<p>Transfer of Responsibilities can be completed once the person meets all the associated criteria and is appointed formally by the PSCS. Transfer of responsibility will necessitate a new appointment form to be completed and submitted. .</p>
<p>Have all our main Contractors been made aware of the changes to PR029 and the minimum requirements for supervision on site?</p>	<p>UÉ have collaborated continuously with our Delivery Partners on these changes ensuring these updates are feasible for them to introduce. Overall feedback was positive, and the delivery partners continue to support UÉ in trying to improve safety performance and Safety culture. A webinar was completed on Thursday the 18th of April with IDD Delivery Partners.</p>
<p>If PICW is not on site or is only on site part-time what action do site supervisory take - are there repercussions for contractor?</p>	<p>As per any H&S concern, the project team must raise this with the contractor to remedy. Depending on issue, this may be defined as a “Serious Issue” (SI) on the Site Supervision Weekly Inspection or the UE Monthly Inspection. If this is the case, this issue will be escalated for resolution.</p>