

TUFF NUTTERZ LTD

Site Induction

Tuff Nutterz – Obstacle Course

Date: July 2023



Tuff Nutterz Ltd Site Induction
TUFF NUTTERZ LTD

Introduction

This Site Induction conveys important information regarding the site that you are going to work on, the working methods you are required to undertake and details of how to ensure that everyone's health and safety is considered and protected.

A Site Induction is a legal obligation required under UK Health and Safety legislation. All personnel are required to participate in this Site Induction before commencing work and will be required to sign the document to confirm that they have read and understood the information and will abide by the policies, procedures, methods and rules of Tuff Nutterz Ltd.

Primary duty of care

(1) A person conducting a business or undertaking must ensure, so far as is reasonably practicable, the health and safety of:

- (a) workers engaged, or caused to be engaged by the person; and
- (b) workers whose activities in carrying out work are influenced or directed by the person, while the workers are at work in the business or undertaking.

(2) A person conducting a business or undertaking must ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking. If employers don't comply with these legal requirements they can be prosecuted and fined.

(3) Without limiting subsections (1) and (2), a person conducting a business or undertaking must ensure, so far as is reasonably practicable:

- (a) the provision and maintenance of a work environment without risks to health and safety; and
- (b) the provision and maintenance of safe plant and structures; and
- (c) the provision and maintenance of safe systems of work; and
- (d) the safe use, handling and storage of plant, structures and substances; and
- (e) the provision of adequate facilities for the welfare at work of workers in carrying out work for the business or undertaking, including ensuring access to those facilities; and
- (f) the provision of any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking; and
- (g) that the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness or injury of workers arising from the conduct of the business or undertaking.

While at work, a worker must:

- (a) take reasonable care for his or her own health and safety; and
- (b) take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and

(c) comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act; and

(d) co-operate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

Visitors:

Under UK H&S legislation employers are obliged to:

- Escort visitors appropriately through areas like office and administration, and where appropriate, provide induction and PPE for entry to areas of High-Risk works.

NB. ALL PERSONS HAVE A RESPONSIBILITY AND OBLIGATION TO ACT AND WORK IN A SAFE MANNER AT ALL TIMES (DUTY OF CARE).

Accident and Incident reporting

Everyone has a responsibility to themselves, their family and their fellow workers to observe the safety rules and regulations that are in force on this site.

All personnel are required to:

- ! Observe safety requests from Tuff Nutterz Ltd's Site Manager ;
- ! Support and attend toolbox meetings when requested;
- ! Comply with all safe working practices and procedures;
- ! Immediately report to the Site Manager and/or the any potential workplace hazards, mishaps, incidents or injuries;
- ! NEVER use unsafe or illegal practices; and
- ! Ensure no other person or themselves are placed at risk.

All accidents, incidents and near misses must be reported to the Site Manager even if they do not result in injury or damage.

In the event of injury, first aid or medical treatment must be obtained. Failure to report and obtain treatment may lead to complications of the injury.

In the event of a serious injury

- Do not panic;
- Ensure the safety of yourself and others around the area;
- Contact emergency services "999";
- Advise of where the emergency is, what has happened, what is being done, and who is calling;
- Do not hang up unless told to do so;
- Then advise the Site Manager ;
- Ensure the injured person/s is in no further danger and make sure they are comfortable; Do not move the injured person/s unless they are in a life-threatening situation; and ensure airway is clear.

Specialised circumstances

Act of Terrorism/Active Shooter

If you are involved in a situation where Aggressive acts are occurring the following actions must be taken:

- Shelter immediately and assess the location and activity occurring, try to establish where noise indicated the activity is happening;
- Prepare if safe to Escape providing pathway is safe to use, travel away from the place identified as active;
- If not Hide, be quiet and do not use phones or make noise;
- Prepare to Act by arming yourself with whatever is at your disposal to defend yourself (Fire Extinguisher are a good tool for this); and
- Tell/Show report information to authorities regarding numbers of person and types of weapons being used.

Alcohol and Drugs

It is prohibited for any worker to be under the influence of alcohol or illegal drugs whilst on site for Tuff Nutterz Ltd.

If you are using a prescribed or over-the-counter pharmaceutical drug that may affect your work performance, i.e. antihistamine, then you must notify your direct Manager prior to commencing work.

Amenities

Toilets, drinking water, food, parking and access details are located as per site plan.

Electrical

- A qualified electrician must carry out all temporary electrical installations;
- All electrical leads, equipment and installations must be tagged;
- Where possible keep all electrical leads off the ground;
- Do not use electrical tools in wet conditions;
- Disconnect power before changing parts or making adjustments;
- Do not run leads across pedestrian or plant / vehicle access unless in cable trays or fixed overhead; and
- Report any incidents or potential hazards to the Site Manager.

Hazardous Substances

All hazardous substances being brought on site must be declared to the Site Manager and/or . All hazardous substances must be accompanied by a Material Safety Data Sheet and a declaration of the use of and storage in the Job Safety Analysis / Safe Work Method Statement.

House keeping

Everyone is responsible for ensuring the site is kept in a safe and clean condition to minimise risks to health and safety.

All personnel must abide by the following:

- Stack materials so as to provide clear access at all times;
- Treat the site with care;
- Report any potential hazards to the Site Manager and/or :
- All tools and equipment not in use should be safely stored; and
- All rubbish and waste material is to be removed and correctly disposed of.

LPG

- Always keep cylinders upright (even when empty);
- Ensure the cylinders are secured upright in racks or chains;
- Ensure fire extinguisher is in close proximity in case of emergency;
- Before use check the date stamp of certification and the bottles, connections and hoses are in a good condition; and
- Report any incidents or potential hazards to the Site Manager and/or .

Manual Handling

- Assess all manual tasks before attempting to lift, push or pull;
- Use mechanical devices where possible;
- Use a partner where loads are deemed to be too heavy for 1 person;
- Keep load close to you;
- Lift with back straight and knees bent; and
- Do not lift anything if you are not confident you can do it.

PPE (Personal Protective Equipment)

- All personnel working during the build and breakdown of the event must wear High Visibility vests at all times (Must be Day/Night compliant);
- Approved UK H&S helmets / hard hats must be worn during working under elevated platforms or other overhead works, and whilst pushing up or lowering frameworks (e.g. scaffolding, marquees);
- Safety harnesses must be worn whilst rigging, and working on elevated platforms when handrails are not in place;
- All personnel to wear sturdy closed-toe footwear at all times on site. Those erecting scaffolding and marquees or handling furniture or equipment must wear steel toe-capped shoes; and
- All personnel are responsible for protecting themselves against UV rays and ensuring they are kept hydrated. Free sunscreen will be available from the Site Office. Free water will be available at the site office during the build/breakdown and from the bar during the event.

Risk Principles

- Supervisors/Site Managers MUST complete daily pre-start checklist and maintain any other reports or notification required in the operational Manual including

Maintenance, Incident/Near Miss, Guest Briefings, Staff Briefings, Weather observations and other · All workers are to follow RAMS developed for their tasks;
· Toolbox meetings are to be held and documented were required under legislation;
and · Highest form of control of risk is to be implemented where reasonably practicable.

Site Specific Rules

- Please observe parking conditions;
- Look after trees and services in the event area;
- Follow direction of Venue representatives;
- Wear personal protection (Sunscreen, sunglasses, suitable clothing including a wide brimmed hat);
- Drink plenty of water regularly (Water available at site and security offices, artist catering and first aid.);
- Take rest and meal breaks in shady areas, under a shade marquees or in a building;
and · If you're feeling the effects of the heat, notify your manager and take some shelter to rest.
- All Guests that participate in Activities MUST receive a Briefing on Safety before starting activities

Smoking

Smoking is only permitted during designated breaks and is NOT permitted within any buildings, including site office on site.

NO SMOKING IN THE SITE AREA

Vehicles and Plant

Vehicles and plant (both powered and non-powered) must NOT be driven or operated by unlicensed or unqualified personnel. Personnel must carry their license with them at all times and produce if asked by the Site Manager and/or .

The following must be adhered to:

- Pre start checks must be completed before use;
- Report any issues to the Site Manager immediately;

- Switch off all engines and allow cooling before refuelling;
- Obey speed limit at all times – walking pace;
- Be aware of work taking place in the vicinity;
- Not to be operated or driven if under the influence of alcohol or drugs; · Seat belts must be worn where fitted;
- No additional personnel allowed to ride in or on plant or vehicle unless a manufacturer-designed seat or work platform is installed; and
- No smoking in, on or around vehicles and plant.

Working at heights

For all tasks involving working above 2 metres, preference should be given first to elevated work platforms (e.g. scissor lift, knuckleboom), then scaffolding, and finally approved harnesses or fall restraint devices.

TUFF NUTTERZ LTD SITE INDUCTION

I acknowledge I have read and understood TUFF NUTTERZ LTD Workplace Health and Safety Site Induction.

I have read the information and understand that compliance with the rules contained in this document is a prerequisite for permission to work onsite for TUFF NUTTERZ LTD.

I understand that should I have questions on the contents of this document I should ask the Event Manager and/or the Site Manager for clarification prior to signing.

To be completed by all event staff working onsite

Date: _____

NAME	PHONE NO	COMPANY	JOB BEING UNDERTAKEN	SIGNATURE

TUFF NUTTERZ LTD SITE INDUCTION

Details of Licenced Workers

To be completed by Riggers, Fork Lift Drivers and Elevated Work Platform Operators

PLEASE COMPLETE IN PRINTED BLOCK LETTERS

Please provide copies of any licences or certificates of competency that are **relevant to your work**. Licences must be carried and produced upon request.

NAME	PHONE NO	COMPANY	License Type and Expiry	SIGNATURE