



GMI HEALTH AND SAFETY STANDARDS AND EXPECTATIONS FOR OUR SUPPLY CHAIN

GMI Health and Safety Standards and Expectations for our Supply Chain

General Introduction

"GMI Construction Group recognise and value the contribution our supply chain makes to the success of our projects and business. This guidance note provides specific information on our occupational health and safety requirements and expectations."

"Prospective or current members of our supply chain must familiarise themselves with the contents of this document as they will be expected to comply with these requirements when engaged on our projects."




"Our environment, particularly out on site, is constantly changing and this booklet will help to provide a level of consistency in delivery."

"At GMI we are committed to providing a working environment free from harm and where everyone's health is protected. We require your assistance and cooperation to help us achieve our goal of Zero Incidents."

"If you feel the standards cannot be achieved, seek advice from the Health and Safety (Safety, Health, Environment) team."

"Question everything and ask WHY. We want all colleagues to go home safely. If in doubt, stop and question the action you are undertaking."

"Thank you in advance for following this guidance and delivering GMI projects safely."

   GMI Key Essentials and Prohibitions	<p>We acknowledge that both this document and those referenced herein contain a significant amount of information.</p> <p>To try and help our supply chain identify the key elements of our requirements, specific elements are indicated in coloured font within an indicator box as illustrated here.</p> <p>This is done in good faith to assist readers, but by no means detracts from the requirement for those working with us to ensure that they are familiar with all the contents of this and the referenced documents.</p>
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David Perks CMIOSH
Head of SHE

1. Contents		Page
1.	Contents	3
2.	Our Requirements – Sources of Information	4
3.	Permits	5
4.	Our behavioural code	6
5.	Key Roles – GMI	7
6.	Key Roles – Supply Chain	7
7.	Change Management and Derogation	9
8.	Construction Phase H&S Plan	9
9.	Risk Assessments and Method Statements	11
10.	Consultation and Engagement	11
11.	induction and Orientation	12
12.	Accident investigation and management	12
13.	Site Establishment, Welfare and Housekeeping	13
14.	Safety In Pre-construction, Design and Planning	14
15.	People, Plant interface and Traffic Management Plans	14
16.	Working at Height	14
17.	Lifting Operations	15
18.	Live Energies, Overhead / underground services	17
19.	Excavations	18
20.	Emergency and First Aid Arrangements	19
21.	Provision and Use of Work Equipment	19
22.	PPE	21
23.	Confined Spaces	22
24.	Noise and Vibration	23
25.	Manual Handling	23
26.	Chemicals and Hazardous Substances	24
27.	Traffic Management	25
28.	Demolition and Dismantling	25
29.	Fire Safety	26
30.	Vulnerable People and Lone Working	27
31.	Health and Wellbeing	28
32.	Subcontractor Procurement and management	28
33.	Audit and inspection	29
34.	Specific Activities	29
	34.1 Structural Steel Erection	
	34.2 Formwork / Steel fixing	
	34.3 Roof work	
	34.4 Temporary Works	30
35.	Summary of GMI Prohibitions	30

2. Our Requirements – Sources of Information

Introduction

The occupational health and safety standards (OHS) and expectations, detailed in this document, are derived from specific requirements in the range of documents that support, or in some cases constitute, our OHS management system. This management system is accredited to the ISO 45001 Occupational Health and Safety Management System standard by BSI and is subject to regular review and audit.

These sources include:

- Our OHS Policy Statements
- Procedures
- Forms
- Guidance Notes
- Work Equipment Standards

2.1 Our OHS Policy Statements

Our OHS Policy Statements are included in Appendix A for information. Our supply chain is expected to familiarise themselves with the content of the Policy Statements. These include

- H&S Policy
- Environmental Policy
- Sustainability Policy
- Drugs & Alcohol Policy
- Occupational Health Policy
- Quality Policy

2.2 Procedures and Operating Standards

Our procedures and operating standards detail specific requirements and may assign responsibilities for roles and duty holders. The operating standards may also contain details of specific prohibitions which must be adhered - they may impact how you intend to complete an activity or the work equipment you may seek to use on our projects. Procedures refer to Forms, Guidance Notes and Work Equipment Standards.

2.3 Forms

To support our procedures and operating standards, we have a range of forms, including template plans. These are in a variety of formats. Some can be completed by hand or electronically and some are included solely within digital field tools such as Fieldview and Plangrid.

2.4 Work Equipment Standards

Work Equipment Standards provide specific information about our requirements for the work equipment used on our projects. They contain information on the required specification, operator competencies, prohibited elements/features and points to consider when

developing RAMS that involve the use of the work equipment. Some elements of the standards are mandatory, and some are desirable.

Work equipment is categorised as being either Mobile, Static or Handheld. This categorisation determines the types of inspections and examinations we expect our supply chain to complete.



   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none"> • All mobile work equipment must be presented to GMI for inspection prior to its use on a project. A 'checklist' form will be used to complete and record this initial inspection to ensure it meets the required Work Equipment Standard. • Our supply chain must familiarise themselves with the contents of the Work Equipment Standards and the associated 'checklists'. Work Equipment that doesn't comply with our mandatory requirements will not be permitted on our projects. Operators not able to provide the appropriate evidence of competency will not be permitted to use or operate the work equipment.
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3. Permits

GMI utilise a variety of permits on our projects to control specific risks. Whilst these are detailed within the OHS Management System the following table identifies the permits required:

- Hot Work Permit
- Permit to break ground
- Electrical Work Permit
- Confined Space Work Permit
- Demolition Work Permit
- Step Ladder / Ladder Permit
- Area Access Work Permit
- Work at Height Permit Form
- Nominated Person authorisation form
- Asbestos Removal Permit

Our temporary works procedures also identify permits that are required prior to loading or striking temporary works systems.

  	<ul style="list-style-type: none"> • Supply Chain Partners should ensure they are familiar with the permits they require for their works and that these are requested in good time, generally this is 48 hours before the work is due to commence.
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GMI Key Essentials and Prohibitions

4. Our Behavioural Code

The GMI Behavioural Code, sets out a range of behaviours, both positive and negative. This behavioural code rewards positive OHS behaviours and deters unacceptable behaviours through an escalating scale of sanction. The behavioural code applies to everybody who works on a GMI Project irrespective of who they are employed by.

We have 3 types of behavioural notice that we use to recognise positive behaviour and, where necessary, manage inappropriate behaviour or breaches of our rules. These are as follows:



Green Card – these are issued when behaviour exceeds our expectations. Recipients of Green Cards may be considered for reward or recognition when the behaviour is considered proactive or exceptional



Amber Card – these will be issued when behaviour results in a breach of an Amber Rule. Amber Rules relate to behaviour that whilst not posing an immediate serious and imminent risk of serious injury to the individual or others affected by the action/inaction, could if not addressed, lead to an escalation in risk



Red Card – these will be issued when poor behaviour or attitude results in a serious breach. They will also be issued when a 3rd Amber Notice is issued to the same individual in a 3-month period. A serious breach in behaviour is where the action or inaction poses a serious and imminent risk to the health or safety of the individual or others affected by them.



GMI Key Essentials and Prohibitions

- **GMI expect those with whom we work to carry out a fair and just investigation into the behaviour that gave rise to the issue of a Red Card and determine any disciplinary action accordingly. GMI do not advocate or expect dismissal to be an automatic outcome for those who receive a Red Card. This should only be the case when an investigation has determined this to be appropriate after full consideration is given to the facts of the matter.**

5. Key Roles within GMI

Whilst every project is different, and the management teams will vary in size and structure depending upon the scale and nature of the works, our OHS Management System identifies 4 roles that will always be assigned to members of the GMI management team and with whom our supply chain will interact. These are:

GMI Construction Director – the Construction Director is the Director within the business accountable for the overall delivery of the project.

GMI Contracts Manager – The GMI Contracts Manager supports the Construction Director in the in the overall planning and delivery of a project.

GMI Project Manager – the Project Manager is the leader of the project-based team who is responsible for the overall effective delivery of the project and the management of the project on a day to day basis.




GMI Site Manager – our Site Managers are members of the project management team assigned to manage, coordinate and monitor the effective delivery of the works in the field and to support the Project Manager in the planning of the works.




6. Key Roles from the Supply Chain

Supply Chain Director - the Director in Charge of the Project from the supply chain who has overall accountability for the effective delivery of the package and with who the GMI Construction Director can engage.

Supply Chain Site Manager - GMI require each Supply Chain Partner to identify and appoint a Site Manager for their works. This allocated individual is responsible for managing the activities associated with their works. GMI may use this generic term for the most senior member of a supply chain management team on site and recognise this may include, Project Manager, Contracts Manager etc.

Supply Chain Supervisor - The Supply Chain Supervisor is the allocated individual from the Supply Chain Partner assigned to directly supervise the people and activities under. GMI use this generic term for supervisors within the supply chain management team on site and recognise this may include Supervisors, Foreman, Gangers and so on.

  	<p>Minimum training/competence requirements for Supply Chain Site Managers are:</p> <ul style="list-style-type: none">• Applicable manager/supervisor level CSCS card (or affiliated card scheme displaying the CSCS logo) for the trade/activity/package displaying the CSCS logo (in accordance with the Build UK Training Standard)
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<p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • CITB Site Management Safety Training Scheme (SMSTS)
   <p>GMI Key Essentials and Prohibitions</p>	<p>Minimum training/competence requirements for Supervisors are:</p> <ul style="list-style-type: none"> • Applicable manager/supervisor level CSCS card (or affiliated card scheme displaying the CSCS logo) for the trade/activity/package displaying the CSCS logo (in accordance with Build UK Training Standard) • CITB Site Supervisors Safety Training Scheme (SSSTS) • All Supply Chain Supervisors should wear a Black Hard Hat to aid identification out on site

Supply Chain Health and Safety Advisor – GMI require all our Supply Chain Partners to appoint or have access to at least one Health and Safety Advisor with responsibility for the provision of advice, support, inspection, and audit for their works.

GMI Procedure Requirements

Roles, Responsibilities and Competence

Our OHS Management System covers, roles, responsibilities, and competence. It provides a structure to the appointment of key individuals to roles and provides details of the minimum competence requirements for those role holders. We would draw the supply chain 's particular attention to the following:

- All personnel carrying out construction related occupations must be in possession of a valid and appropriate CSCS card (or affiliated card scheme displaying the CSCS logo) for the trade/activity/package displaying the CSCS logo (in accordance with Build UK Training Standard)
- Plant operators must hold the applicable CPCS plant category for the items of plant they are operating or the role they are fulfilling where such a category exists, alternative certification schemes put forward must comply with the CSCS scheme requirements and must bear the CSCS logo
- Plant operators or duty holders with 'trained' operator cards must be able to provide evidence of their registration for the applicable (S)NVQ and their progress with this qualification. Those with 'competent' operator cards must be able to present their 'log book' and if this does not demonstrate sufficient suitable experience in the particular elements of work, they are required to do they may be refused permission to operate plant of fulfil the role

7. Change Management and Derogation

Our management system provides structure and consistency of approach to managing Occupational Health and Safety. However, we appreciate that an occasion may arise on a project where a change to our normal way of working is required.

Where specific local provisions require a change, this will be controlled using the Change Management and Derogation procedure. Members of our supply chain are welcome to propose suitable changes to the GMI Project Manager.

Supply chain partners should note that not all changes or derogations are approved, and the time taken to review and consider such proposals will vary depending upon the nature of the proposal and no assumptions should be made in respect of approval of a proposal.

8. Construction Phase Health and Safety Plan (CPP)

The GMI OHS Management system provides details of how we will deliver our obligations under the Construction (Design and Management) Regulations 2015 in respect of the Construction Phase Plan.




Every project will have a Construction Phase Health and Safety Plan. This will set out how the project will be managed, provide details of the general risk control measures to be deployed and include any Health and Safety rules for the project.

Supply Chain Partners will receive relevant extracts from the plan prior to starting work to ensure they know what they are expected to do.

Our standard Health and Safety rules are summarised below, these are also explained during induction and orientation process, but our supply chain must know and understand these rules as compliance is mandatory on all our projects:

- Smoking and vaping are only allowed in designated areas
- All work and storage areas must always be kept tidy
- Listening to music is prohibited in PPE zones (radio, headphones etc.)
- Drip trays are mandatory for storing chemicals and fuels
- Obey safety signage at all times when on site
- Do not alter or adapt any working at height equipment unless trained and authorised to do so
- Lone working is prohibited on site
- All moving plant to be fitted with a flashing amber beacon and a reversing siren
- Do not work with any hazardous material unless you know the proper precautions to be taken, storage requirements and protective equipment required
- All waste to be placed in designated containers or areas specified for the purpose
- Use of mobile phones while driving and working, including hands free equipment, is not permitted. Mobile phones are only allowed in designated areas
- Defective or damaged equipment is prohibited on site. Ensure all guards and handles are fitted to equipment
- All loads must be suitably secured prior to transportation on site
- The use of 220/240V Equipment is prohibited on Site. Equipment of this voltage or above is only authorised under permit
- All offices & welfare areas must have smoke alarms and carbon dioxide alarms. They must be active all the time

- No unauthorised photography. Only authorised person to take photos on site
- No material storage on top of site containers / accommodation
- Only suitably trained personnel may operate plant and equipment on site
- Barriers to be established around all work areas. Only authorised personnel may enter
- Speed limits must be obeyed at all times on site
- Seat belts to be worn at all times when operating machinery
- Do not interfere with or remove emergency equipment
- Petrol generators are not permitted. Only diesel mobile generators are allowed on site
- No horseplay or insulting behaviour to project staff or members of the public
- It is prohibited to falsify training, inspection or any other Health and Safety record
- All accidents and incidents must be reported immediately (the same day) to a member of GMI staff
- No eating on site except in areas specifically designated for this purpose.
- All PPE must be worn and be in good condition
- Plant and equipment must not be left unattended unless it is switched off, made secure and the keys have been removed
- No altering or adjusting any barrier, fencing or safety signage unless trained and authorised to do so
- Vandalising or defacing site welfare, vehicles, plant or other parts of the site is prohibited
- Upon arrival everybody must sign in. When leaving the site always sign out
- Do not deviate from Permits, RAMS or Safe systems of work
- Working on live electrical services without authorisation is prohibited
- Do not obstruct walkways or emergency service points
- Always use the walkways and crossing points provided and never walk along the haul roads




   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none"> • Our supply chain must comply with the relevant sections of the Project Health and Safety Plan so must take the time to know and understand what it includes and how it affects them. • Our supply chain must familiarise themselves with these and any other specific site rules as a non-compliance could result in suspension of the works or the removal of the offending individuals from site.
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9. Risk Assessments and Method Statements

GMI requires the production of a Risk Assessment and Method Statement (RAMS) for each activity and for each task within an activity.

Point of work risk assessments must be completed at the start of every shift, at each change of task during a shift or if circumstances materially change during a shift by each work gang. These must be completed at the actual work location.




The successful implementation of this element of the system relies upon the early planning of activities and their division into tasks. Part of this planning process is a daily Supervisors Coordination Meeting which must be attended by the Supply Chain Supervisor.

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none"> • All RAMS must be submitted at least 14 days in advance for approval by GMI. They must be approved before work commences. • Supply Chain Partners must allow enough time for this review and to address comments and findings resulting from it.
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10. Consultation and Engagement

GMI welcome and actively encourage worker engagement in all aspects of OHS and expect our supply chain partners to do the same. Our projects will have monthly health and safety meetings. Our supply chain partners are all expected to support and participate in such meetings.

We also operate a Safety Observation Reporting process to allow concerns or recommendations for improvement to be brought to our attention. Our supply chain partners must support this system and actively encourage their workers to participate.

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none"> • Supply Chain Partners must participate in daily activity briefings, the specific arrangements for these meetings and their structure will be agreed on each project. • Participation may include the delivery of such meetings to the workforce.
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11. Induction and Orientation

GMI has a system which covers induction and orientation. This is our opportunity to explain our standards and expectations and for people to ask if anything isn't clear. We acknowledge that some site-based induction processes take a lot of time on people's first day. To reduce

this, we have developed a two-stage induction and orientation process. This process is supported by an online induction and onboarding provider; Biosite.

The first stage of the process involves an online induction which, when completed, is valid for 1 year on any GMI Project. The online process takes approximately 30 mins to complete and requires the inductee to provide / upload copies of their relevant competence records.

The second element is a project specific orientation. The orientation is required at each location and may be repeated periodically as projects progress. The orientation process will include secondary verification of identity and competence. This process usually takes no more than 30 minutes although this is subject to project specific requirements.

   <p>GMI Key Essentials and Prohibitions</p>	<p>Supply chain partners working with us, including 'labour agencies' need to:</p> <ul style="list-style-type: none"> • Ensure they appoint a Contractor Induction Manager and provide their contact details to the GMI Project Manager • Ensure the Contractor Induction Manager is familiar with the BIOSITE online induction system, and they enter the details of all those employees and their own supply chain personnel who need to be inducted onto the system well in advance of them needing access to a project • Ensure those employees and supply chain personnel complete the BIOSITE online induction prior to attending a GMI Project for the orientation and ensure they bring a copy of their online induction completion certificate with them • Make local booking arrangements for people to attend the site orientation
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12. Accident Investigation and Management

Our OHS Management System considers the reporting of all incidents and their subsequent investigation and analysis. To enable our Project Teams to conduct an appropriate level of investigation every accident or dangerous incident or near miss must be reported within 30 minutes of it occurring to the GMI Site Manager or Project Manager.

Whilst GMI will initiate an investigation this does not detract from the need for our supply chain partners to carry out their own investigation into accidents and incidents where these relate to their activities and issue a copy of the investigation report to GMI. This must be done promptly and the timescales for the issuance of such reports agreed with the GMI Project Manager.

Some accidents or incidents are reportable to enforcement agencies such as the HSE. It is the supply chain partners responsibility to report such incidents when they involve their own employee's. A copy of the notification submitted and a copy of the confirmation of receipt issued by the enforcement agency must be provided to GMI within 2 hours of its notification




to the applicable agency. Any subsequent correspondence between the Supply Chain Partner and enforcement agency relating to an accident or incident on a GMI site must be copied to the GMI Project Manager.

 <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div> <p style="margin-top: 10px;">GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> <li style="margin-bottom: 10px;">• All Accidents, Dangerous Incident and Near Misses must be reported to GMI within 30 minutes of their occurrence • All Accidents, Dangerous Incident and Near Miss scenes must be preserved until such a time as GMI permit work to continue
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13. Site Establishment, Welfare and Housekeeping

Good housekeeping and standards welfare are critical to maintaining high standards of health and safety. All supply chain partners must adopt a “Clean as you go” approach and ensure that a good standard of housekeeping is always maintained. Materials must be stored in an orderly manner and only be brought to site when needed in the next 48 hours or as agreed with the GMI Site Manager. The material should be stored safely in the designated area.

Any welfare or site office and storage facilities provided by the Supply Chain Partner must meet the same standards as those provided generally by GMI. Cabins must be kept clean and tidy as must storage containers to avoid injury to people storing or removing items.

 <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div> <p style="margin-top: 10px;">GMI Key Essentials and Prohibitions</p>	<p style="color: red;">If a supply chain partner fails to maintain a suitable standard of housekeeping GMI will issue a ‘Clean Up Notice’. If the actions identified in the notice are not completed within the specified time period GMI will complete the works and will take account of the costs in doing so when assessing the value of any sums due to the supply chain partner.</p>
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14. Safety in Pre-Construction, Design and Planning

Supply chain partners must ensure all designers involved in design preparation for the project have the necessary skills, knowledge, applicable experience and training to prepare designs in accordance with guidance produced by the HSE. It is not enough to simply have the qualifications.




Our supply chain partners have a responsibility to ensure all designers working for them use the RAG (Red, Amber, Green) lists and apply the hierarchy of risk control in relation to the designs they produce.

All supply chain partners preparing designs must have adequate insurance cover. Details must be provided to GMI and this will be verified by GMI prior to placing an order.

15. People-Plant Interface and Traffic Management Plans

All GMI projects will have a detailed traffic management plan prepared and displayed showing how people and plant segregation will be achieved across a project.

Supply Chain Supervisors will need to be fully aware of this plan as it may place restrictions on delivery of plant and materials and supply chain partners will be expected to comply with the requirements it contains.

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none">• Unless people can be completely excluded from the operating area, all plant and vehicle movements must be controlled by a trained and competent Plant and Vehicle Marshall. Plant Vehicle Marshalls must wear orange EN 20471 Hi-Vis Class 3 long sleeve vest/jackets clearly marked 'PVM'.• All plant Vehicle Marshalls must be trained to a suitable standard and details of such training provided to the GMI Project team.
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16. Working at Height




Falls from height are one of the most significant causes of injuries and unfortunately fatalities in the construction industry. At GMI, Working at Height is one of our six high potential Risk Focus Areas. This section includes a requirement for a specific Work at Height Strategy plan and a Work at Height Hierarchy.

One of the responsibilities of the GMI Project Team is to review RAMS where work at height is present and contribute to the approval of the RAMS provided the risks have been satisfactorily addressed.

The Supply Chain Supervisor who will be putting people to work at height is required to assist the GMI Site Manager in the completion of a Work at Height Strategy Plan to determine the risk controls required. This plan should ideally be prepared at least four weeks prior to commencement on site and must be updated monthly.

The Work at Height Strategy Plan complements the RAMS for the work activity and in no way replaces the need to prepare RAMS.

The use of scaffolding on GMI projects is strictly controlled and it must be designed, erected/alterd, inspected, maintained and removed strictly in accordance with the current NASC guidance including TG20(UK). All scaffolding must be 'scaff-tagged' to indicate the current status of the weekly inspection.

   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • Supply Chain Partners must proactively contribute to the production of a Working at Height Strategy Plan for their package of works. • Supply Chain Partners must commit to eliminating work at height whenever possible and when this can't be achieved the work must be carried out using work at height hierarchy of controls. • Tethering tools when working at height is a mandatory requirement on GMI sites. The selection of the type of tether is the responsibility of the Supply Chain Partner. • Hard hats must be worn with chinstraps or tethers to prevent them from falling from a person's head when carrying out work at height • If the work involves the use of ladders or unguarded proprietary access equipment, a Permit is required and must be requested 48 hours in advance, all such equipment must be tagged using a suitable propriety system to allow recording of the weekly inspection. Such equipment must only be used when no other suitable alternative is reasonably practicable • Class 2 or Class 3 ladders are prohibited
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17. Lifting Operations

Lifting Operations are one of GMI's six high potential Risk Focus Areas. GMI places obligations on our supply chain partners involved in lifting operations.

All lifting operations must be fully assessed and planned by a competent, appointed person who has adequate practical and theoretical knowledge, and be carried out in compliance with BS 7121 Safe Use of Cranes. Our supply chain partners must agree the management of the lifting with the GMI Appointed Lifting Coordinator.

It is the responsibility of the subcontractor to ensure that all lifting equipment and accessories brought onto a GMI project are in compliance with the Provision and Use of Work Equipment Regulations 1998 and the Lifting Operations and Lifting Equipment Regulations 1998.

They must be of good mechanical construction, be properly maintained, examined and inspected at regular intervals as identified in the maintenance schedule. All equipment and accessories must have an identification number with a European Conformity mark.

All lifting equipment including excavators, hoists, MEWPs and mast climbers, must be accompanied with all current examination inspection and test certificates for retention by the GMI appointed lifting co-ordinator. Before any lifting equipment and accessory is put into operation the following documentation must be in place.

Equipment

Thorough examination --- 12 months (maximum).

- Thorough examination where lifting persons – six months (maximum).
- At more frequent intervals where there is likely to be quicker deterioration.
- In compliance with an examination scheme.
- Inspections – not exceeding seven days.

Accessories



- Thorough examination every six months (maximum).
- Inspections – before each use (no record required).
- Work equipment record of inspection to be maintained.

Fork Lifts / Telehandlers




The types of machines to be found on site are usually of the rigid mast type and the articulated boom type (telehandler), which can lift and reach forward.

Telehandlers are categorised as lifting equipment and should be treated with as much attention to detail as cranes. It is, therefore, essential that when consideration has been given to the use of forklifts or telehandlers on site then the site should be planned around their use. Hard standings should be provided in all stacking areas with suitable offloading points arranged.

All drivers must be over 18 years of age, competent, have CPCS certification (or equivalent), properly trained and fully conversant with the machine.

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none"> • Supply chain partners carrying out lifting operations may need to appoint an Appointed Person for Lifting Operations together with a Lifting Operations Supervisor. Such appointments will be required to consult and coordinate with the GMI Lifting Coordinator. • All lifting operations must be planned appropriately and a Lift Plan produced documenting the arrangements.
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	<ul style="list-style-type: none"> • GMI prohibits the practice of Chandelier Lifting on its Projects
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   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • Suspended Loads using telehandlers must be avoided. • If deemed necessary, a detailed Risk Assessment will be required for operating a telehandler with a suspended load. • Approved proprietary attachments will be required to suspend loads from a telehandler (including any revised duty charts) • Telehandler drivers operating a telehandler with a suspended load must have proof of the appropriate training for this activity.
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18. Live Energies, Underground and Overhead Services

GMI operate Energisation and De-Energisation/ LOTO Procedures that may be applicable to supply chain partners. These are mandatory unless the supply chain partner has robust systems themselves and approval to use these alternative systems is granted by GMI.

GMI operate a "No Working on Live Energies" policy but acknowledge that there may be exceptional circumstances where this is necessary. A permit system has been developed to manage these situations. Where electrical equipment has been energised a Lock Out / Tag Out (LOTO) procedure must be implemented which prevents any person gaining access and interfering with an electrical panel.

The GMI Project Management team have the responsibility for coordinating service and utility avoidance, including a Permit to Break Ground. Permits are required for all excavations and other work involving breaking ground. Permits must be requested at least 48 hours in advance.

	<ul style="list-style-type: none"> • A Permit to Break Ground is required for all breaking ground including but not limited to excavation, drilling, piling, road planning and the driving of pins and stakes • Any in ground cable detection activity or precautionary scanning as an excavation progresses, must be carried out with a gCAT4+ and Genny4
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   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • A Permit to Work Under Overhead Lines is required when the task involves working within the horizontal exclusion zone of overhead lines
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19. Excavations



Before work commences the Supply Chain Partner must ensure that there is a detailed risk assessment and method statement in place. Services in the vicinity of the area to be excavated are to be located by confirming service plans and by survey using cable detecting equipment as detailed above.

A permit to break ground in the vicinity of buried services should be issued by GMI. Where live services are present then hand excavating must initially be carried out until the exact location of the service has been identified and made safe. Cable routes and exposed cables must be clearly marked.

Suitable and sufficient temporary works equipment for supporting an excavation shall be provided before work commences, or the side slopes treated and set at an engineered angle of repose with the stability of the excavation maintained at all times. Edge protection must be erected around excavations.

No material, vehicle or plant and equipment shall be placed or moved near an excavation where it is likely to cause collapse. All excavations, shafts and earthworks must be inspected by a competent person every day before shifts and, where it is open for seven days, its condition must be recorded in the report. It must also be inspected, and records kept where adverse conditions are likely to affect the stability of the excavation.




	<ul style="list-style-type: none"> • Supply Chain Partners carrying out excavation work will be responsible for erecting and maintaining the edge protection and applicable warning signs. • Barrier tape or flexible netting is not considered a suitable means of edge protection for an excavation.
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   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • If the edge protection system hasn't been designed to withstand the load of a person falling against it must be deemed as demarcation and erected at least 1m from the edge from which a person can fall. • Excavations must never be left unattended without the appropriate side support system/treatment, edge protection and signage in place. • All excavations must be inspected daily by a competent person and this inspection must be recorded weekly. • A suitable means of access and egress to all excavations must be provided
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20. Emergency and First Aid Arrangements

Both GMI and all our Supply Chain Partners must consider Emergency and First Aid arrangements. GMI will prepare an Emergency Response Plan for each project that sets out the emergency response arrangements for site wide emergencies.

This does not replace the need to include detailed emergency arrangements within the RAMS applicable to the Supply Chain activities and tasks. For example, work requiring entry into a confined space will require an emergency procedure for this work to be detailed in the RAMS.

   <p>GMI Key Essentials and Prohibitions</p>	<p>Supply Chain Partners need to assess the first aid requirements for their operations and ensure they provide suitable resources such as trained First Aiders and First Aid kits proportionate to the risks and numbers of people involved in their work activities.</p>
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21. Provision and Use of Work Equipment




PUWER applies to all types of tools, plant and work equipment including lifting equipment e.g. dumper trucks, cranes, spanners, circular saws, hoists, abrasive wheels. The regulations place duties on supply chain, employers and persons controlling work equipment to ensure it is suitable for its intended use through risk assessment and that it is properly maintained, repaired and tested.

Work equipment must not be loaned between contractors without prior permission and authorisations from GMI Project Management. Work equipment is to have a CE marking.

All operators of work equipment must be competent and where necessary, have a certificate of training achievement (CPCS / CSCS). Prior to specifying work equipment for use on site a risk assessment must be produced, identifying dangerous parts of machinery or hazards associated with the equipment.

PURWER requires supply chain and persons in control of specific work equipment to carry out inspections when it has been newly installed and at regular intervals thereafter. An inspection regime and frequency should be set by the owner / supplier of the equipment. The inspection may include visual, strip down or function tests by a competent person. This regime must be adhered to.

The detail of the inspection will be relevant to the risks associated with the equipment, e.g., a more detailed inspection would be required for an abrasive wheel grinder and woodworking machine than that of a claw hammer.

   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • Where specified, certain equipment must comply with GMI Plant and Equipment standards. • Work Equipment that doesn't comply with our mandatory requirements will not be permitted on our projects. • Operators not able to provide the appropriate evidence of competency will not be permitted to use or operate the work equipment. • Where possible cordless power tools should be used. All corded power tools on site must operate at 110v or less. • All corded portable power tools, equipment and chargers used on site must be PAT tested every 3 months. Equipment must be tagged with date of last PAT test and next due date • Semi-automatic quick hitch devices on excavators are prohibited. • All mobile plant must be equipped with a fire extinguisher • The operator's manual must be present with mobile work equipment. • All mobile work equipment must be equipped with at least one rotating amber beacon • Reversing without a trained Plant and Vehicle Marshall is prohibited unless operating within a pedestrian free Exclusion Zone. • The use of mobile phones or similar tablet devices when operating the mobile plant is prohibited on GMI sites.
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	<ul style="list-style-type: none"> • Passengers are prohibited from riding on all mobile work equipment unless it is specifically designed to carry passengers safely, i.e., it has a seat with a seat belt fitted. <p>Plant operators must hold the applicable CPCS plant category for the items of plant they are operating or the role they are fulfilling where such a category exists, alternative certification schemes put forward must comply with the CSCS scheme requirements and must bear the CSCS logo. Plant operators or duty holders with 'trained' operator cards must be able to provide evidence of their registration for the applicable (S)NVQ and their progress with this qualification. Those with 'competent' operator cards must be able to present their 'logbook' and if this does not demonstrate sufficient suitable experience in the particular elements of work they are required to do they may be refused permission to operate plant or fulfil the role.</p>
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22. Personal Protective Equipment

The following table details the minimum PPE requirements on GMI projects. Additional PPE may be required for specific activities or tasks. These additional requirements must be determined by a Risk Assessment and must be detailed in the applicable RAMS or SPA.

All PPE should bear the appropriate CE marking and be provided with the relevant certificate of conformity. All PPE must be clean and well maintained, ill fitting, worn or dirty PPE will not be accepted.

Area	Item	Minimum Standard
Head protection	Safety Helmet	EN 397
Eye protection	Glasses	EN 166F
Hand protection	Gloves	EN 420 and EN 388
Visibility	Hi-Vis Clothing	EN 20471 Class 2
Foot protection	Safety Boots	EN 20345 Class S3
Foul Weather	Hi-Vis Clothing	EN 343 Class 3

	<ul style="list-style-type: none"> • Supply chain partners must provide all their workers with the PPE that complies with GMI's minimum
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   <p>GMI Key Essentials and Prohibitions</p>	<p>requirements, and any other activity or task specific PPE required.</p> <ul style="list-style-type: none"> • RPE wearers must be 'face fit tested' for the make and model of RPE they are required to wear. They must always be clean shaven when wearing the RPE. • Hard hats must be fitted with a chinstrap or tether when working at height or as deemed appropriate by a specific risk assessment (e.g., in high winds). • Hats or hoods must not be worn under hard hats, in cold weather proprietary helmet liners can be worn. • PPE must always be maintained in a clean and tidy condition. Dirty or damaged PPE must be replaced immediately. • Tasks should be assessed, and the gloves provided shall afford a suitable level of cut protection for the task. • Sikhs wearing turbans are exempt from the requirement to wear head protection on construction sites in the UK. Sikhs who do not wear a turban are not exempt and are required to wear hard hats • Prescription glasses wearers are not exempt from the PPE requirements and must be provided with suitable glasses with prescription lenses to EN166F. Over-glasses should only be used for short durations, for example site visitors. • Stickers should not be applied to hard hats unless they are essential, they are of a type approved by the manufacture and in any case should be limited to First Aid and Fire Marshall stickers, induction records and any 'in case of emergency' information.
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23. Confined Space Work

Work in confined spaces may only be undertaken if it is not reasonably practicable to perform the necessary work in any other way.




No supply chain employees may enter live foul sewers, manholes, bore piles or other confined spaces without the necessary tests being carried out and the correct Safe Systems of Work and safety rescue equipment being provided for such operations.

Where work has to be carried out under the above-mentioned circumstances, the GMI Project Manager must be informed and consulted regarding safety precautions which must be implemented.

Suitable and sufficient steps shall be taken to ensure so far as is reasonably practicable that every workplace has sufficient fresh or purified air to ensure that the workplace is safe and without risk.

No person may enter or be in a confined space unless:

- They are authorised by a responsible person.
- They have received adequate training.
- They are trained in the use and wearing of breathing apparatus (where necessary).
- There is a permit to work system implemented and the person has received training.
- They are wearing suitable arrester and recovery equipment (i.e. safety harness and rope).
- There is recovery equipment in place i.e., tripod.
- There is a responsible top man who has received training.

 <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div> <p style="margin-top: 10px;">GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • A Permit must be requested from GMI prior to any entry into a Confined Space. • RAMS for work in confined spaces must include details of the emergency arrangements applicable to the specific confined spaces in which the work will be carried out. • Any person required to enter a confined space must have passed a Safety Critical Workers Medical within the last 3 years.
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24. Noise and Vibration

Supply chain Supervisors are expected to identify potential risks and control measures for noise and vibration and detail these in the RAMS. This includes explaining how noise and/or vibration will be measured and requires that daily monitoring sheets be completed with details of daily monitoring of those people at risk.

Everyone working on the site should always be in possession of ear defenders or ear plugs and to wear these when normal conversation with a fellow worker is difficult or strained one metre or less apart from each other.

Supply Chain Partners should consider any licence / planning conditions imposed on the project by local authorities, client, etc. Limitations imposed by planning conditions must be strictly adhered to.

Supply Chain partners may use the 'HSE' points based 'ready reckoner' to determine the levels of exposure.

25. Manual Handling




GMI supply chain partners are required to identify tasks requiring manual handling in their RAMS and assess the risks, taking account of the online tools available from the HSE.

The Manual Handling Assessment Charts (MAC) is a tool that helps to assess the most common risk factors in lifting (and lowering), carrying and team handling operations and was developed to identify high-risk manual handling. It can be accessed via <http://www.hse.gov.uk/pubns/indg383.pdf> and it directs users towards the factors you need to modify to control these risks.

For activities involving pushing and pulling use the Risk Assessment of Pushing and Pulling (RAPP) tool via <http://www.hse.gov.uk/pubns/indg478.pdf>. This helps assess the key risks in manual pushing and pulling operations involving whole-body effort, e.g., moving loaded trolleys or roll cages, or dragging, hauling, sliding, or rolling loads.

The tool then helps identify high-risk pushing and pulling activities and check the effectiveness of any risk-reduction measures.

The output from these assessments should be included in the RAMS for the activities.

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none">• Personnel working on a GMI project must have received manual handling training appropriate to the nature of the activities and tasks in which they will be involved.
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26. Chemicals and Hazardous Substances

The responsibility for the control of the risks of hazardous substances lies with the applicable member of the supply chain working with, or exposed to, the hazardous substance. The Supply Chain Supervisor is expected to produce a Hazardous Substance register for all hazardous substances that workers will be using or exposed to. Hazardous substance assessments will be required as part of the RAMS. The primary aim must be to eliminate the need for the substance.

Where storage areas for hazardous substances are required, this will need to be agreed with the GMI Site Manager.

Asbestos Management

Work with or that involves disturbing asbestos is particularly high risk. Everyone on a project is expected to stop work if asbestos is discovered on site and report it. The GMI Site Manager must be provided with proof of medical surveillance for the operatives carrying out licensed work.

Identification of asbestos - Before commencing work the material must be identified by analysis as to the type of asbestos involved in the work. No work shall be carried out which exposes or is liable to expose anyone to asbestos unless an adequate assessment has been made of that exposure.




Whenever asbestos containing material (ACM) is to be disturbed or removed, then prior to commencing work a written plan of work must be prepared. Only licensed contractors must be used, and a clean air certificate issued prior to any other work being undertaken in that area.

Training - Adequate information, instruction and training must be given to all persons who are likely to be exposed to asbestos. There are three main types of training:

- Awareness training required where there is a likelihood of asbestos being present.
- Training for non-licensable asbestos work.
- Training for licensable work with asbestos.

Notification of asbestos removal requires to be made to the Health and Safety Executive (HSE) on a FOD ASB5 form giving at least fourteen (14) days' notice.




The enforcing authority may allow a shorter period in an emergency where there is a risk to the health and safety of any person.

   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • All personnel working on a project where asbestos is present, or it could be reasonably foreseen that it may be encountered must have received Asbestos Awareness training before commencing work on the project. • Only specialist Asbestos Removal supply chain partners may remove asbestos containing materials on site. • They must be members of ARCA.
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27. Traffic Management

Where traffic management is required a detailed traffic management plan must be prepared.

Supply chain partners must work with GMI to determine who is responsible for each element of traffic or pedestrian management on a project.

   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • Directing traffic on a public road without specific training and a traffic management plan is prohibited. • Working outside the traffic or pedestrian management arrangements on a public highway is prohibited.
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28. Demolition and Dismantling

Demolition work must conform with Regulation 20 of the Construction (Design and Management) Regulations 2015. Guidance to safe practices can be found in British Standard Code of Practice BS 6187:2000.




The demolition or dismantling of a structure, or part of a structure, shall be planned and carried out in such a manner as to prevent danger or, where it is not practicable to prevent it, to reduce the danger to as low a level as is reasonably practicable.

In all cases demolition work must follow a written detailed method, which must be brought to the attention of all concerned. All necessary steps must be taken to warn and prevent the approach of persons who may be endangered by the operations.

Special precautions will apply should the demolition involve handling any material suspected of containing asbestos or any other hazardous material.

Demolition shall only be carried out where:

- A permit to demolish or dismantle has been issued.
- Under the supervision of a competent person.

   <p>GMI Key Essentials and Prohibitions</p>	<ul style="list-style-type: none"> • Demolition and dismantling are controlled by a Permit, no such work can commence without the appropriate permit from GMI
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29. Fire Safety

GMI will appoint a Fire Safety Coordinator for each project who ensures a Fire Risk Assessment and Fire Safety Plan are prepared. However, fire safety must still be considered in RAMS and hot works eliminated where possible. Supply chain partners are required to ensure their workers have sufficient fire training.

GMI operate a Hot Work Permit system that involves applicable activities having the appropriate fire extinguisher(s) at the location of the hot work.

When welding, cutting or grinding, the work area must be suitably screened using non-combustible material. All firefighting equipment is to be checked weekly by the supply chain partner. No open electric or gas heaters are to be used on site and particular care is to be taken that, heaters in drying rooms are not covered by clothing, drawings etc.




Fire detection and alarm systems are required in site accommodation including that provided by our supply chain.

Flexible protective covering materials must be at least ½ fire rated and Loss Prevention Standard compliant. Stores containing highly flammable materials must be constructed of materials with a 60-minute fire rating.

All gas bottles will be stored in secure lockable cages in a specially designed compound in a non-smoking location where empties will be kept separate from full bottles. All bottles must be transported on site in vertical wheeled trolleys or similar cages designed specifically for lifting such bottles, secured with a chain.

To prevent flames travelling back into cylinder's, flash back arrestors should be fitted downstream of pressure regulators in oxygen, acetylene, propane & hydrogen systems. Where oxyacetylene is used, flash back arrestors will be used at the regulator end of the bottle and where hose length exceeds 3 metres, flash backs will be used on the torch end.




Where asphalt is being laid, gas bottles will be stored separately from the asphalt boiler and the bottles will be secured vertically when in use. All gas bottles should be accompanied with an appropriate fire extinguisher and a hot works permit obtained prior to use. All other gases should be used and stored as per the manufacturer recommendations.

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none"> • Acetylene bottles are not permitted to be stored on site overnight. • All hot works must be covered by a hot works permit • All hoses must be secured with suitable crimps, jubilee clips will not be accepted • Suitable burns first aid must be in place at the location of any hot melt asphalt
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30. Vulnerable People and Lone Working

GMI and its supply chain partners owe an extra duty of care to Vulnerable People working on their projects. The definition used by GMI includes the following:

- Someone who has declared a disability or medical condition
- A Lone Worker
- A New or Expectant Mother
- A Young Person (under the age of 18)
- Children on School Site Visits
- Visitors on Site Visits
- Non-English Speakers
- Ageing Workers

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none"> • Supply chain partners must notify GMI in writing of any intention to deploy a Vulnerable worker to a project and gain approval to do so. A specific risk assessment will be required. • Activities and Tasks deploying Non-English-Speaking Workers must provide at least one translator for every 6 Non-English-Speaking Workers. Non-English-Speaking Workers cannot start work until they have received the Biosite Online Induction and site-specific orientation, translated for them by a translator, if it isn't available in their native language.
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31. Health and Wellbeing

GMI expect everyone to be fit and ready for work when they arrive on site. However, it is an equal expectation that we all work to ensure the working environment is suitable for the health and wellbeing of the people working there.

Consideration must be given to the effects of the weather, particularly at certain times of the year. Winter months bring slippery, cold conditions as well as reduced levels of lighting. GMI plan for this and we expect our supply chain to do the same.

Drug and Alcohol testing may be carried out on our sites, both random and for-cause where there is reason to believe the Policy is being breached. Our supply chain partners are expected to comply with GMI's requirements.




To ensure compliance with our anti-slavery Policy we may carry out labour practice audits on our sites and our supply chain partners are required to participate appropriately.

32. Sub-Contractor Procurement and Management

GMI has systems in place to consider supply chain procurement and management. This includes both the immediate appointment of sub-contractor supply chain partners and any subsequent allocation of elements of a package with supply chain partners own supply chain.

In order to work with GMI, we require all supply chain partners that we contract with to achieve and maintain a verified Constructionline Gold accreditation, in addition to a Safety Schemes in Procurement certification.

Supply chain partners proposing to sub-subcontract design work must provide GMI with evidence of the proposed designers' competence, to prepare the designs involved.

   GMI Key Essentials and Prohibitions	<ul style="list-style-type: none">• Supply chain partners wishing to sub-contract an element of their scope to a member of their supply chain must seek approval from GMI to do so in writing.• Supply chain partners must ensure the contents of this document and those referred to herein are cascaded to all parts of their own supply chain appropriately.
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33. Inspection and Audit

Monitoring through inspection and audit is an important element of managing the work and we expect our supply chain to contribute to this. At GMI we operate several inspection mechanisms including Director Engagement Tours which may involve participation by our supply chain. The specific requirements will be agreed in advance, but our supply chain partners are expected to engage in this process.

GMI projects receive regular SHE audits and inspections from their internal HSE team. GMI require the supply chain to conduct their own regular audits and inspections by both their site teams and visiting SHE professionals.

34. Specific Activities

Introduction

This section provides specific information on a number of activities for our supply chain partners with some particular requirements for common activities.

34.1 Structural Steel Erection

Where structural steel is being erected the supply chain partner must erect and maintain an exclusion zone consisting of robust barriers and appropriate signage. No unauthorised personnel will be allowed access into the structural steel area while it is being erected, access by steel erectors must be primarily gained using MEWP's.

Where boom type MEWPs are used a form of secondary protection to protect from entrapment must be provided (i.e. Sky Siren). Keys must remain in all MEWPs base panel during operation to ensure emergency rescue can be conducted from the ground.

When installing composite metal decking and shear studding an exclusion zone consisting of robust barriers must be maintained directly underneath the potential drop zone. All flammable materials will be removed from underneath the drop zone. Access to the metal decking area must be via a scaffold tower and fall arrest must be provided using safety nets and double handrails. If it is intended to use either column or beam lifting clamps, this must be detailed in the RAMS. This will be considered before RAMS can be approved.

34.2 Formwork / Steel Fixing

When using proprietary shutter systems, the manufacturers recommended lifting equipment must be used. MEWP's/mobile aluminium towers/podiums/secured ladders must be used when gaining access to remove or attach lifting equipment to shutters above head height.

The slinger / signaller must always be able to see the operative attaching or removing the clamps and must not signal to the crane driver until the operative has returned to ground level and moved away from the shutter.

When access is required across the top of reinforcement matts suitable walking boards should be used to reduce the risk of slips and trips on the matts.

34.3 Roof Work

All roof work must be carried out in accordance with the applicable code of practice and guidance documents published by HSE. All roof work supply chain partners must utilise collective, protective measures to prevent falls from roofs. As a minimum this will be safety netting with double handrail and toe board as edge protection.

Access must be via existing stairs / standing scaffold tower wherever possible. Ladders are only permitted if access stairs are not possible. MEWP's will not be used for access onto the roof. Only competent certified roofers / wall cladders and built-up asphalt roofers will be permitted to complete roof work on site.

All waste must be removed from roofs daily and any materials stored on the roof must be secured all the time. Only minimum materials for immediate use will be stored on the roof. Any openings or roof lights must have edge protection around them all the time. Prior to forming any openings, the roof will be fall protected from underneath using collective protective measures such as safety nets.

Temporary protection of roof openings from a safety and weather perspective is the responsibility of the applicable supply chain partner responsible for the roof works. Trimmers must be installed prior to cutting of openings and a detailed method statement agreed with GMI outlining the cutting and temporary protection measures proposed. Temporary protection must be secure, weather-proof, and capable of carrying a live load of 1.5kn/m².

Before temporary protection is removed, e.g., for the passage of services, a detailed RAMS must be agreed and approved. As a minimum, roof openings with service penetration on-going should be secured by a robust structure comprising a double handrail and toe boards.

34.4 Temporary Works

The GMI Temporary Works Management Procedure will be issued to all supply chain partners together with other tender information in a tender pack. All Supply chain partners involved with the design, planning and/or execution of Temporary Works are to ensure they are fully conversant with this procedure and abide by its requirements.

The procedure provides specific details on how the design and erection of temporary works must be carried out and specifies when permits are required prior to loading an element of temporary works.

35. Summary of GMI Prohibitions

The following is a summary of the prohibitions on GMI projects. They exclude those included in the Site Rules previously listed in this document. Please note that more specific prohibitions may be detailed in the GMI Plant and Work Equipment Standards Sheets.

The following prohibitions apply to GMI projects:

- Work taking place if RAMS have been rejected
- Working on a project prior to completion of both the Biosite On-Line Induction and the Site Orientation is prohibited
- Non-English-Speaking Workers starting work unless they have received the Biosite Online Induction and Orientation, translated for them by a translator
- Drivers leaving the location of their vehicle if they have not received the Delivery Driver Orientation
- Vehicles entering works areas without reporting to access control
- Plant and vehicles reversing without a trained Plant Vehicle Marshall unless operating within a Pedestrian Free Exclusion Zone
- Directing traffic on a live road without specific training
- Working outside traffic management on a public highway
- Crossing access roads without using designated crossing points
- Class 2 or 3 ladders
- Using metal ladders near overhead services
- Using ladders adjacent to handrails within the fall radius of the ladder
- Standing on vehicle trailers with no edge protection or personal protective fall equipment
- Standing on trailers/flatbeds whilst moving
- Narrow platform hop-ups (<600x600mm) or domestic hop-ups.
- Stilts are prohibited on GMI sites
- Lifting without an approved Lift Plan in the appropriate format for the lifting equipment being used
- Operation or use of lifting equipment or lifting accessories that are defective
- Blind lifting unless it is specifically authorised by the Appointed Person and suitably and sufficiently supervised
- Lifting of suspended loads on pallets (i.e., with slings and chains)
- Lifting of loads directly over people, including loads lifted with a vacuum or magnetic lifting device

- Tower Cranes using magnetic lifting equipment
- Lifting gas bottles unless they are contained in a cage designed for the purpose
- Chandelier Lifts i.e., lifting of two or more independently slung loads suspended from one crane hook
- Suspended lifting of waste skips without a thorough examination for the skips lifting eyes
- Lifts frequently referred to as 'Engineered Lifts' which are closely controlled but outside the agreed safety factor of normal lifting equipment operations
- Lifting of persons using lifting equipment without the correct equipment and a Personnel Carrier Permit
- Operating lifting equipment without familiarisation training
- Suspending a bag, sling or chain directly from the forks of an excavator, telehandler etc
- Small excavators (less 3t in weight) lifting loads
- The use of lifting accessories for the towing or pulling of work equipment

Underground Services

- Working outside of the area specified in the permit
- Using non-insulated tools when working under a permit to break Ground Permit
- Wearing additional clothing over fireproof overalls
- Using hand breakers within the exclusion zone of live services

Overhead Services

- Measuring the height of the line with handheld apparatus – seek information from the overhead cable owner or use non-contact measuring devices
- Goal Posts/crossing points within 9m of a utility pole/pylon
- Storing materials or plant and equipment in exclusion zones around overhead lines
- Loading spoil at the edge of the excavation – stockpiles should be out with the zone of influence
- Excavations without edge protection that present a risk of falling from height
- Use of barrier tape or flexible netting as edge protection.
- Using temporary fencing as edge protection is prohibited if this cannot withstand the impact of a person falling against it and subsequently falling from the edge
- Tracking plant alongside the edge of an open excavations
- Obstructing evacuation routes
- Disturbing or removing items from the scene of a major emergency event until the investigation is complete
- The use of unlicensed site vehicles on the public highway
- Semi-automatic quick hitch devices
- Passengers riding on mobile plant unless it is specifically designed to carry passengers safely i.e., it has a seat with seat belt
- Modifying PPE such as cutting fingers off gloves
- Hoods or non-compatible beanies under hard hats
- PPE colours (other than yellow or orange) that do not comply with BS EN 471
- Shorts/Skirts/Cut-off trousers
- Marking of PPE with marker pens or other similar inks
- Drilling holes in hard hats to tie on head torches
- The use of breathing apparatus without the prior written consent of the Health and Safety Function

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- Entering a Confined Space to carry out any work where it is reasonably practicable to carry out the work by any other means
 - The use internal combustion engine in a Confined Space unless specifically addressed in the RAMS and ventilation measures consider the exhaust fumes generated
 - Oxygen enrichment of a Confined Space
 - Exceeding the noise or vibration exposure point levels in the ready reckoner set out in the GMI procedure
 - Use of 'anti-vibration' gloves
 - Young person's using a tool or item of equipment that would expose that person to health risks as a result of the vibration produced
 - Any person using vibrating tools/equipment who is engaged in a health surveillance programme and diagnosed with HAVS symptoms or who suffer from Raynaud's disease/Raynaud's phenomenon of non-occupational origin using the Stockholm Workshop scales
 - Single person lifting of an object weighing more than 20kg
 - Single person lifting standard concrete kerbs
 - No person to work with, or be exposed to, a hazardous substance that is likely to worsen a pre-existing medical condition e.g., someone suffering from Asthma should not work in dusty conditions
 - Remove or disturb material containing Asbestos unless done by an Asbestos Removal Contractor
 - Altering any traffic management arrangement without the relevant qualification
 - Reversing in or out of live traffic. Plant and vehicles may only drive in and drive out of access and egress points within traffic management or the compound
 - Hand bells, klaxons and air horns as a means of raising an alarm
 - Deliberate burning of materials on site
 - 'Jubilee clips' for connecting flexible gas supply hoses
 - Use of festoon and unprotected quartz halogen lights
 - Open-topped cans and buckets used for handling or storing flammable liquids
 - Removal of temporary fire stopping except temporarily to facilitate works
 - Temporary fire stopping left out of place outside working hours
 - Temporary flexible coverings that are not ½ hour fire rated
 - Children under the age of 16 working on site