

Major Projects' Instructions

Issued By : Portfolio Office

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Document Name:
Health and Safety - Raising the Bar

To: Delivery Partners, MP Divisional Directors, Senior Project Managers, Project Managers, and the Delivery Hub

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Health and Safety – Raising the Bar

1. Purpose

Following on from Peter Adams email in July 2012 ([link here](#)), MPI-07-032013 and MPI-12-062013 to simplify understanding we have consolidated the implementation date requirements for all of the 'Raising the Bar' guidance issued to date into just one table.

This Major Projects' Instruction supersedes all previous instructions on the subject and they will subsequently be withdrawn. Updates of this instruction will be issued periodically to advise when further Raising the Bar guidance documents have been issued and are available on the [HA Website](#).

2. Who will use it

All schemes managed by Major Projects are required to implement the 'Raising the Bar' guidance.

3. Background

The 'Raising the Bar' initiative and subsequent guidance documents were born out of the desire to:

- Improve the quality of Health and Safety tasks
- Identify and adopt best practice
- Raise Standards
- Improve Supply Chain Engagement

4. Procedure

Each 'Raising the Bar' document has a version and issue date on the front cover. All documents are posted on the [HA Website](#).

The expectation is for 'Raising the Bar' guidance documents to be considered and implemented on sites within six months from a documents version date.

To enable this implementation, each site / delivery partner is required to compare existing working practices with the 'Raising the Bar' guidance issued and ensure where applicable the 'minimum requirements' within the guidance are complied with. The 'desirable' element of the guidance must also be considered and applied if deemed appropriate. Not every document has minimum and desirable requirements specified but these must also be considered and applied where practicable.

Implementation will be formally tested by the independent audit process.

During the 12 months from the date of issue implementation of the guidance will lead to an increased independent audit score in those areas being awarded. After 12 months the 'raising the bar' document requirements will be considered as 'normal' and scores will revert to 'satisfactory' as we look to raise the bar further again.

Project Teams can use the following tools to help implement and assess their own implementation:

a. Safety Excellence Wheel

When project teams are completing the safety excellence wheel they should make an assessment of how effectively the 'Raising the Bar' guidance has been implemented. This can be recorded in the 'Communication and Information' section under use of HA safety toolkit.

b. HA Monthly Health and Safety Leadership Tours

The implementation of 'Raising the Bar' guidance should be assessed during these safety tours which can be used as evidence of applying best practice in respective sections and reflected in scores accordingly.

The latest 'Raising the Bar' documents issued and their implementation requirements are documented in the table below:

Raising the Bar Document	Date Launched	Date Implementation Expected	Date reverts to Minimum Expectation
B1 Plant Equipment v04			

B1.01 180° excavator/loader (JCB3CX etc)	August 12	February 13	August 13
B1.02 Forward and side tipping dumper	August 12	February 13	August 13
B1.03 Mini excavator	August 12	February 13	August 13
B1.04 Tracked 360° excavator	August 12	February 13	August 13
B1.05 Wheeled 360° excavator	August 12	February 13	August 13
B1.06 Crawler crane	November 12	May 13	November 13
B1.07 Lorry loader crane	November 12	May 13	November 13
B1.08 Mobile elevated working platform	November 12	May 13	November 13
B1.09 Mixer truck	November 12	May 13	November 13
B1.10 Telehandler	November 12	May 13	November 13
B1.11 Compressors/air systems	March 13	September 13	March 14
B1.12 Road sweeper/collector	March 13	September 13	March 14
B1.13 Tipper rigid or articulated	March 13	September 13	March 14
B1.14 Concrete pump	March 13	September 13	March 14
B1.15 Mobile crane	March 13	September 13	March 14
B1.16 Concrete extrusion machines	June 13	December 13	June 14
B1.17 Mobile crusher	June 13	December 13	June 14
B1.18 Ride on compaction roller	June 13	December 13	June 14
B1.19 Tracked dozer	June 13	December 13	June 14
B1.20 Wheeled loading shovel	June 13	December 13	June 14
B1.21 Volumetric Concrete Mixer Trucks	November 13	May 14	November 14
B2	July 12	January 13	July 13

Traffic Management Entry Exit			
B3 Man Machine Interface	July 12	January 13	July 13
B4 Temporary Safety Barrier	July 12	January 13	July 13
B5 Behavioural Based Safety	November 12	May 13	November 13
B6 Caravan Temporary Sleeping Accommodation	November 12	May 13	November 13
B7 Overhead Structure Protection	November 12	May 13	November 13
B8 Manual Handling	March 13	September 13	March 14
B9 Service Avoidance v02	March 13	September 13	March 14
B10 Communication of Risk	March 13	September 13	March 14
B11 Influencing Driver behaviour	June 13	December 13	June 14
B12 Occupational Health	June 13	December 13	June 14
B13 Excavations Protection - Access Egress	June 13	December 13	June 14
B14 Slip Trip Fall	June 13	December 13	June 14
B15 Task lighting	August 13	February 14	August 14
B16 Working at height	September 13	March 14	September 14
B17 Traffic Marshalls	October 13	April 14	October 14
B18 Dust Control	November 13	May 14	November 14
B19 Noise Control	November 13	May 14	November 14
B20 Transport & Logistics Management	November 13	May 14	November 14
B21 Lean Health & Safety	November 13	May 14	November 14

Please contact Phil Farrar or Alan Mortimer with any queries.

5. Frequency of Review

The 'Raising the Bar' documents will be reviewed bi-annually.

6. Approvals

The 'Raising the Bar' documents are approved by the MP Executive Group before publication.