

## ESD JV - Earlston RIDDOR

The following Safety Alert has been received from a Joint Venture of which MWHT are a partner. The contents are relevant to MWH Treatment operations. Please note MWHT require full compliance with the MWHT procedures, guidance notes and forms, listed at the bottom of this alert (see [MWH Treatment requirements](#)), unless agreed otherwise as per local JV arrangements.

### SHE Alert Safe Digging Practices

SHE 0015  
18 July 2019

#### Introduction

This briefing is for ESD and our supply chain following a RIDDOR reportable incident on our site at Earlston WwTW on Tuesday 9th July 2019. This alert is being sent out to all as an urgent reminder on the importance on proper planning and controls where hand digging is required around underground services.

#### What Happened?

As part of the works, Scottish Power Energy Networks ("SPEN") intend to re-route the existing Low Voltage (LV) cable to the new MCC kiosk on 3 September 2019. To facilitate that work, ESD was asked to confirm the location of the LV cable and in doing so, ESD excavated 2 trial pits by hand digging. The first trial pit was hand dug and the LV cable was located. The operatives then started the second trial pit, during this activity, an operative has struck at 11kV high voltage cable and there was an electric flash. The operative received burn injuries and power was lost to the site and the village of Earlston.

#### Immediate Action Taken:

Immediate first aid was provided by the site team and the emergency services were called. The operative was treated by ambulance service and taken to hospital where he spent some time in intensive care. He remains in hospital, currently being treated for burns.

#### Actions to take.

All sites where trial holes, or breaking ground by hand digging is taking place or envisaged must be carried out in accordance with the ESD Underground and Overhead Services Procedure PR-HSE-U01. All site are required to review and check their RAMS to ensure that the following points have been taken into consideration:

- Eliminate the risk of exposure to service—e.g. de-energising services must be sought in first instance.
- Ensure you have current information regarding services—review the PU drawings, any available GPR survey and the combined services drawings to ensure you are aware of all data available and that data is consistent.
- Mark up services on the service location board in the site cabin and ensure this is kept up to date.
- Review all excavation operations to ensure that RAMS are suitable and sufficient. These must be specific for the task—taking into account any significant aspects such as a hard ground, likely services in and around the area, detail the tools and equipment selected and detail PPE requirements to be followed.
- Ensure that the hierarchy of control is adopted. Where hand digging is required, select equipment such as vacuum excavator or air lances/picks in the first instance. Where alternative hand tools are selected, ensure that no tools are used which have a pointed or sharp edge which could potentially penetrate a service, and ensure that all tools are insulated.
- When digging on or near services, flame retardant PPE must always to be worn—it should be fastened and used in line with manufacturers information—ensure operatives are aware of manufacturers requirements.
- Ensure that a Permit to Break Ground ([FM-HSE-E02-03 \(2\)](#)) and an Excavation Planning and Pre Start Checklist ([E02-2](#)) is completed. This should state clearly the requirements for task, requirements for initial scanning and at what depths further scanning is required. This should also state any hold points.
- Ultimately, the permitry is completed to make the checks that ensure we have the right person, right planning, right specific equipment, right safe system of work and that it is understood by all involved.
- If anything changes from the planned activity, work must stop and site supervision should re-assess the risks and a safe system of work put in place before work continues.

Please remind all our teams about our Challenging Beliefs Affecting Behaviours message – Nothing is so important that we cannot take the time to do it safely. Its up to all of us to manage the risk to ourselves and our colleagues. Each person has the authority to STOP work where they feel there is a risk of harm.

<b>Authorised by:</b>		<b>Date:</b> 19/07/2019
<b>Distribution list:</b>	All Employees	

## MWH Treatment General Requirements

1. Always follow your Safe System of Work
2. Always remember the Golden Rules
3. Follow the advice contained in this Safety Alert
4. Ensure you complete a Safe Start card at the start of your shift
5. If in **DOUBT STOP WORK** and seek advice from your supervisor
6. Report all Incidents or "Improve Its"

### MWH Treatment Requirements – Safe Digging

<b>Procedure</b>	<a href="#">CDPR34 Control and Planning of Excavation Operations</a>
<b>Guidance</b>	<a href="#">CDGD34-02 General Guidance on Excavations, Cofferdams and Caissons</a> <a href="#">CDGD34-03 Utility Services Avoidance Minimum Standards</a> <a href="#">CDGD35-01 Ground Disturbance Work Guidance</a>
<b>Permit</b>	<a href="#">CDFR35-01 Ground Disturbance Permit</a>

- **Service Information** Always access the free information available from service providers (e.g. [www.linesearchbeforeudig.co.uk](http://www.linesearchbeforeudig.co.uk) / HADES) and / or request Pre-construction Information from the client, designer or landowner. Always review and consider: Utility drawings; Historical information; Physical evidence on the ground or overhead, including a visual assessment of buildings, cabinets, street furniture and other structures in the area that are likely to require a service supply of some kind; Past experiences of the workforce/local residents.

The Minimum acceptable standards for service information provision is drawings that are legible, to scale (minimum 1:500), colour and that cross sections are shown where appropriate. Information must be dated within the last 3 months (28 Days for Gas).

- **Trail holes** All Trial Holes are to be supervised by a Competent individual and to be **dug by hand**.
- **Marking up operations** - When carrying out marking-up, the team will ensure that all markings are clear and maintained throughout the duration of the work.
- **Competency** - All those that break ground must have undergone a competence assessment, by a formally trained assessor, at least annually (and following any incidents) on a live site.
- **Mechanical Excavation Stand-off Distances** - 500mm from known services and 3m from high pressure gas mains
- **Continuous use of CAT and Genny (ECAT4+ / GCAT4+ or similar)** - Cat and Genny checks must be carried out throughout the duration of excavation operations i.e. scanning before breaking ground, re-scanning after removal of surface and then as frequently as practical to avoid striking a service but not exceeding 300mm (non-infrastructure) or 150mm (infrastructure).
- **Permits** A [CDFR35-01 Ground Disturbance Permit](#) must be obtained from the responsible person before any excavation is undertaken.
- **Investigations** - All Utility Service Strikes require an investigation to be carried out by a SHEQ advisor or Manager, using [SYFR08-08 Utility Service Strike Investigation Form](#), to identify learnings and relevant actions.

<b>Manager:</b>		<b>Project No:</b>	
<b>Date:</b>		<b>Project:</b>	
<b>BRIEFING RECORD: I HAVE UNDERSTOOD THE BRIEFING ON THIS SAFETY INFORMATION AND AGREE TO COMPLY WITH MWH TREATMENT REQUIREMENTS.</b>			
<b>Name</b>	<b>Signature</b>	<b>Company</b>	