

**Farm Safety
Partnership**

An advisory committee to the Health & Safety Authority



**CONSTRUCTION
SAFETY
PARTNERSHIP
ADVISORY COMMITTEE**

HSA

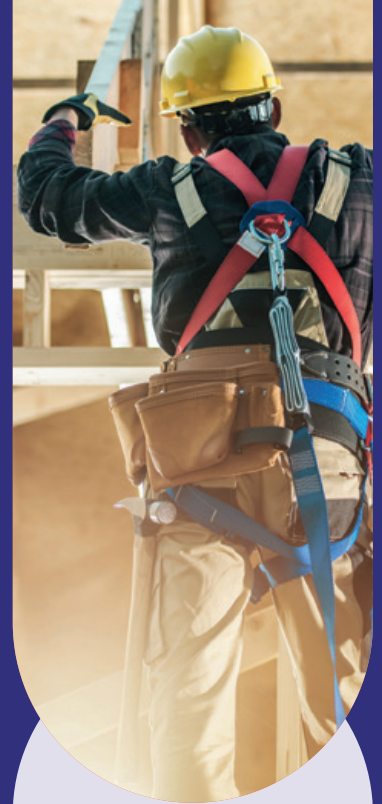
An tÚdarás Sláinte agus Síbhílteachta
Health and Safety Authority



An Roinn Talmhaíochta,
Bia agus Mara
Department of Agriculture,
Food and the Marine

How to Make Construction Appointments for Your Farm

**What you need to do as a farmer (Client)
before starting construction work on your farm**



Introduction

Farm maintenance, building, construction and demolition work are high risk activities undertaken from time to time on farms. The Farm Safety Partnership Advisory Committee, Construction Safety Partnership Advisory Committee, Department of Agriculture, Teagasc, Insurance Industry, and the Health and Safety Authority (HSA) have developed this guide to highlight some of the legal responsibilities of Farmers (as a client) that they must follow when they plan to carry out construction work on their farm or in their home.

Overview

This guidance will give you advice on when you need to make written appointments for construction work that you plan to undertake. Every year fatal and serious injuries occur on farms including when construction work is in progress. To ensure work is planned, managed and adequately supervised it is a legal requirement to make sure appointments are made prior to construction work starting, and it follows an easy 3 step process:

Easy 3 Step Process



Step 1

Decide

If you need to make written appointments for construction work that will be happening on your farm.



Step 2

Assess the PSDP and PSCS

(Project Supervisor Design Process and Project Supervisor Construction Stage)



Step 3

Appoint in Writing

Project Supervisor Design Process and Project Supervisor Construction Stage

Note: In most cases appointments will be required for construction work.



Benefits of making appointments for construction work on your farm



Protects farmers (Clients) against possible prosecution in the event of an accident on a construction project.



By making appointments you pass on the responsibilities of the safety management of the project to the Project Supervisor Design Process (PSDP) and Project Supervisor Construction Stage (PSCS).



Less likelihood of accidents on projects.



When do you need to make appointments for construction work on your farm?

By following the appointments flow chart, you can determine when you need to appoint project supervisors. The following key questions need to be considered:



Will there be more than one contractor? Note: If the farmer carries out or helps with the construction work then the farmer is considered to be a contractor.

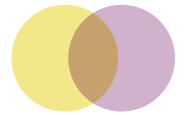


Will the work last longer than 30 working days or 500 person days, and



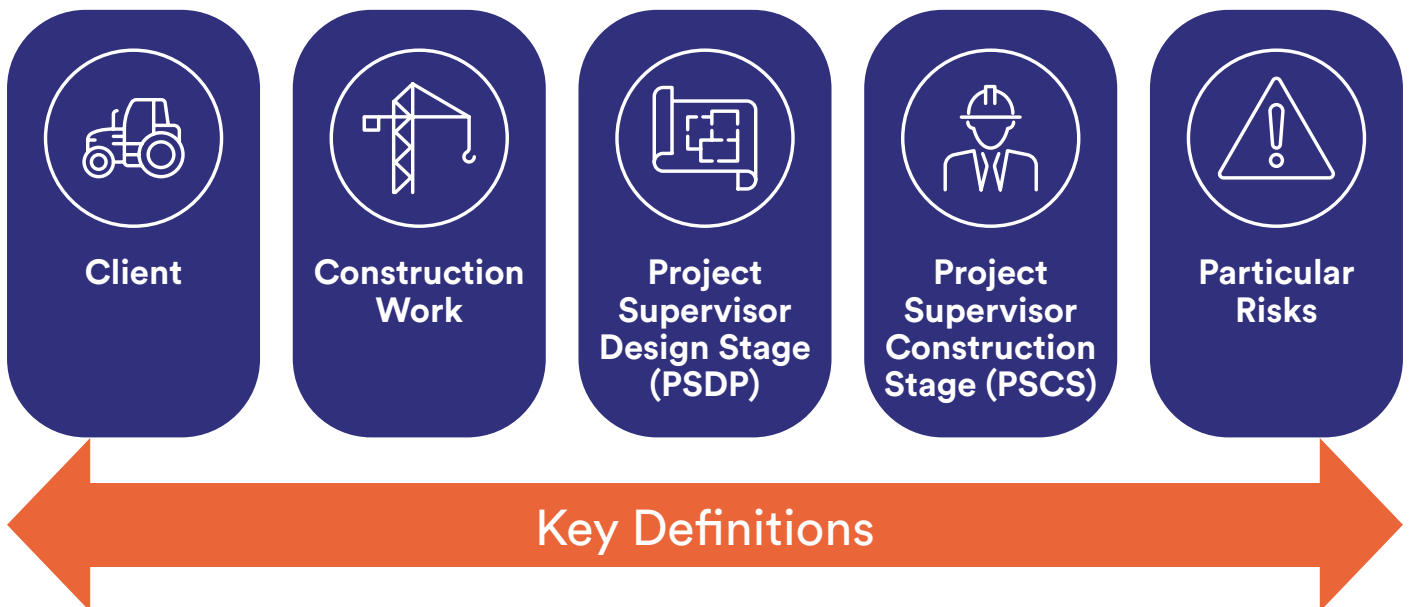
Will there be any particular risks?





Understanding your role and the definitions

To help you determine whether appointments are required for any upcoming construction work it is important that you understand the role that you have to undertake along with some key definitions.



Client - A farmer for whom a project or construction work is carried out. Where maintenance, building, construction or demolition works are being undertaken on a farm, the farmer is the client.

Construction Work - This means carrying out any building, civil engineering or engineering construction work e.g., repair to buildings and roofs, drainage, installation of roof lights, building new sheds, construction of slatted tanks, mechanical, electrical or demolition work.

Project Supervisor Design Process (PSDP) - Organises cooperation between designers on the same project to ensure co-ordination of their activities about the design of the project.

Project Supervisor Construction Stage (PSCS) - Is responsible for managing and coordinating the construction phase safety and health issues on site.

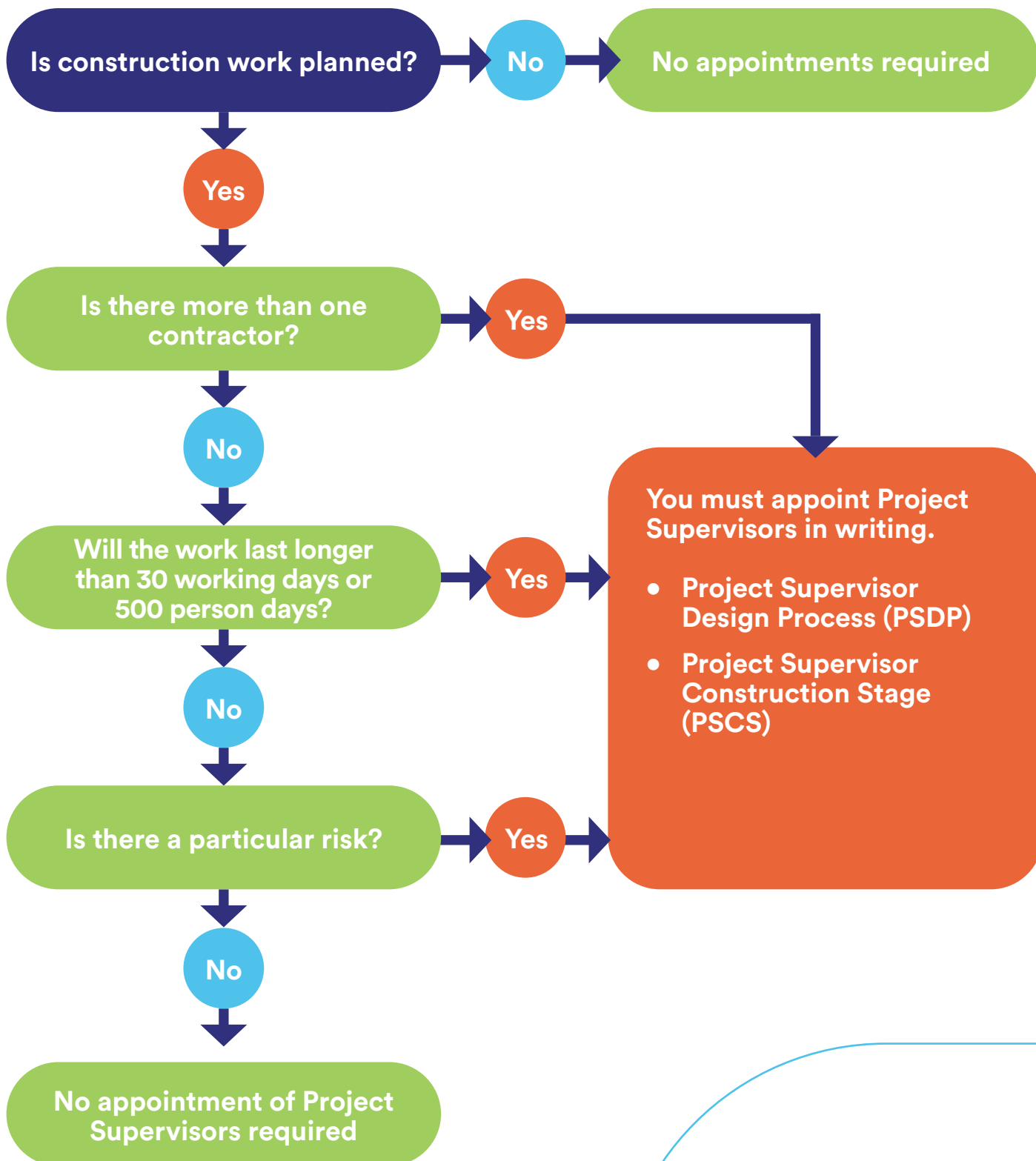
Particular Risks

For example:

- Works that put a person at risk of falling from a height, for example working on a fragile roof or repairing an asbestos roof.
- Burial under an earthfall, for example, tank excavations.
- Works near high voltage power lines, for example, building a shed on a site which has existing power lines.
- Works exposing a person to the risk of drowning, for example, construction of a wall beside or near a open slurry pit, pond or river.
- Work involving the setting up or taking down of heavy parts, for example, construction of slatted tanks, assembly of slatted floors or steel structures.
- Work involving the removal of asbestos.



Appointments Flow Chart





Your Legal Requirements

A farmer is considered to be a client under the Construction Regulations* if they are getting construction works (project) done on their farm or on their home.

The client (Farmer) has a number of duties under these Regulations however the guidance document will only focus on the duty to make appointments when construction work is planned to be carried out.

*The Safety, Health and Welfare at Work (Construction) Regulations 2013

How to Make Appointments for Construction Work



Step 1 - Decide

Decide

If you need to make written appointments for construction work that will be happening on your farm.

Note: If "Yes" to ANY of the following questions then you should complete the remainder of the steps and keep these records. Note: To be filled out and signed by the farmer (Client)

Is there more than one contractor involved in the project?
(Note: If the farmer carries out or helps with the construction work then the farmer is considered to be a contractor.)

Yes

No

Will the work last longer than 30 working days or 500 person days?

Yes

No

Are there likely to be any particular risks, for example:

- Works that put a person at risk of falling from a height, for example working on a fragile roof or repairing an asbestos roof?
- Burial under an earthfall, for example, tank excavations.
- Works near high voltage power lines, for example, building a shed on a site which has existing power lines?
- Works exposing a person to the risk of drowning, for example, construction of wall beside or near a slurry tank, pond or river?
- Work involving the setting up or taking down of heavy parts, for example, installation of precast slatted tanks, walls or assembly of steel structures?
- Work involving asbestos?

Yes

No

Name:

Signature:

Date:



Step 2 - Assessment



Assess the PSDP

Project Supervisor Design Process (PSDP)
Competency Assessment

To be filled out by the Project Supervisor
Design Process (PSDP)

Details of the Project Supervisor Design Process (PSDP)

Company Name / Individual:

Name:

Address:

Phone:

Email:

I have completed work like this before?

Yes

No

I am competent to take on the roll and the duties of the
Project Supervisor Design Process (PSDP)?

Yes

No

Name:

Signature:

Date:



Assess the PSCS

Project Supervisor Construction Stage (PSCS)
Competency Assessment

To be filled out by the Project Supervisor
Construction Stage (PSCS)

Details of the Project Supervisor Construction Stage (PSCS)

Company Name / Individual:

Name:

Address:

Phone:

Email:

I have completed work like this before?

Yes

No

I am competent to take on the roll and the duties of the
Project Supervisor Construction Stage (PSCS)?

Yes

No

Name:

Signature:

Date:



Step 3 - Make Written Appointments



Appoint PSDP and PSCS

Make Written Appointment for the Project Supervisor Design Process and Construction Stage (PSDP & PSCS).

Notes: Written appointments must be filled out and signed by the Project Supervisor's that they are taking on the role.

Farmers Name (Client):

Project Description:

Project Address:



PSDP Appointment

Company Name / Individual:

is appointed Project Supervisor for the Design Process for the above project and accepts the appointment.

Signed on behalf of Farmer (Client):

Date:

Signed on behalf of PSDP:

Date:



PSCS Appointment

Company Name / Individual:

is appointed Project Supervisor for the Construction Stage (PSCS) for the above project and accepts the appointment.

Signed on behalf of Farmer (Client):

Date:

Signed on behalf of PSCS:

Date:



Further Information

Tel: 0818 289 389

Email: contactus@hsa.ie

www.hsa.ie

BeSMART.ie

Free Safety Statement
& Risk Assessment Tool

BeSMART.ie can be used to develop a construction stage safety and health plan if you have been appointed as a Project Supervisor Construction Stage (PSCS)