



6. HEALTH & SAFETY POLICY

The Munster Agricultural Society CLG is fully committed to the safety, health and welfare of its employees/volunteers, members and visitors to the Cork Summer Show 2022. It is the policy of the Munster Agricultural Society CLG to promote high standards of health and safety within the Society and to ensure that the best practicable methods of compliance with the Safety, Health and Welfare at Work Act 2005 and associated legislation are achieved.

In addition to our commitment to the safety of our staff, it is our policy to ensure the safety of visitors and members of the public and to discharge our duties to contractors and others who may be affected by our activities. The Munster Agricultural Society CLG undertakes to ensure that adequate resources are provided to implement the Health & Safety Policy.

The commitment and cooperation of all staff and members of the Society is essential if safety, health and welfare is to be ensured. Accordingly, all employees/volunteers, members and others are required to take reasonable care of their own safety and not to endanger others by their acts or omissions. All members of the Society are expected to demonstrate their commitment towards a safe and healthy work environment by complying with the Society's health and safety policy and associated procedures.

7. SAFETY STATEMENT

7.1 Objectives of the Safety Statement

In preparing a Safety Statement for the Cork Summer Show 2023, the objectives of the Munster Agricultural Society are as follows:

1. To ensure the Show is free from risks to the safety, health and welfare of exhibitors, competitors and members of the public, in so far as is reasonably practicable.
2. To provide work places that are free from risks to the safety, health and welfare of persons at work, in so far as is reasonably practicable.
3. To prevent improper conduct likely to put an employee's safety and health at risk.
4. To provide a safe place of work which is adequately designed and maintained.
5. To provide safe means of access to and egress from the site.
6. To provide safe plant, equipment and machinery.
7. To provide safe systems of work, e.g. operating procedures.
8. To prevent risk to health from any article or substance.
9. To provide appropriate information, instruction, training and supervision.
10. To provide suitable protective clothing and equipment where hazards cannot be eliminated.
11. To prepare emergency plans and procedures.
12. To define roles and responsibilities in emergency situations.
13. To provide and maintain welfare facilities.
14. To endeavour to ensure that no occupational ill-health arises from the site.
15. To ensure no environmental damage occurs as a result of occurrences on the site.
16. To provide operating conditions so that the lowest reasonably practicable noise levels are maintained.
17. To ensure that odour and dust nuisances do not occur as far as is reasonably practicable.
18. To make arrangements for ensuring that all visitors to site comply with the site rules.
19. Development of procedures and method statements, for compliance with safety, health and welfare requirements, arising from hazards and risks.

7.2 Site Layout – Cork Summer Show 2023

Site Layout for the Cork Summer Show 2023 is attached (**Map A** - large scale map).

The exhibition area of the Show site is located centrally on the site. There are separate Zones provided for the various types of exhibitions and attractions including the following:

Food Festival	Vintage
Craft Beer & Cider	Farrier
Cookery Demonstrations	Livestock
Entertainment	Equestrian
Kids' Fun	Dog Show
Funfair	Trade Stands

The movement of animals and public circulation within the site will be segregated.

MAS Stewards responsible for animals will wear yellow hi-viz vests with MAS printed on the back. Safety Stewards will wear red safety jackets.

7.3 Missing Children

The locations of the Joint Control Centre, Event Medical Centre and Missing Children Area are indicated on the drawings and their location signposted on site. This will be adjacent to the Children's Area.

Lost Children will be returned to the care of their parents/legal guardians in consultation with An Garda Síochána

The site induction briefing for all MAS Stewards will stress the need to be vigilant for unsupervised children and to ensure their safety. Where such children or the parents/guardians of lost children are present in the designated Missing Children Area, an announcement will be made over the public-address system. When an adult arrives to collect a child from this area, their credentials will be checked where necessary. Only a member of An Garda Síochána will be allowed re-unite missing children with their own family.

7.4 Senior Munster Agricultural Society persons in attendance

A breakdown of the MAS Management Structure in place for the events is as follows:

Name	Position	Responsibilities
Gerard Murphy	Site Controller	Operations
Shane Kelly	Medical Coordinator	Medical Team Coordination
James O'Herlihy	Safety Officer	Overall Safety
Robert Harkin	Deputy Site Controller	Event Coordination - Assistant
Owen Hurley	Deputy Medical Coordinator	Medical Coordinator Assistant
Mary Dineen		Child Welfare
Eddie Barrett		Animal Welfare
Dara O'Shea		Show Administration

Conor Hyde is the Event/Site Controller; he will share responsibility for the event with the Deputy Event Controller and the Safety Officer. The Controller's function is to ensure the coordination of staff and volunteers on the ground and control of the PABX systems in operation. He will be the central point of contact for all services and will liaise with the Safety Officer in relation to attendance figures and other safety issues, supported by MAS Stewards.

The Safety Officer is responsible for monitoring compliance with this Event Management Plan.

7.5 Munster Agricultural Society Safety Officers in attendance:

Four Munster Agricultural Society Safety Officers will be on duty at all times for the duration of the Show, led by the Safety Officer.

Name	Position	Responsibilities
James O'Herlihy	Safety Officer	Overall Safety
Helena Crowley	Assistant Safety Officer	Safety Assistant
Gerard Murphy	Assistant Safety Officer	Safety Assistant
Pat Geaney	Assistant Safety officer	Safety Management - Exhibitor Parking

The Safety Officer's function is to manage the Safety Team and Stewards/Helpers on the Grounds.

There will be a Garda briefing session for MAS Safety Officers and Stewards at 8.00pm on the Thursday evening prior to the Summer Show. This will be preceded by and followed up with internal MAS briefings on an ongoing basis as required.

7.6 Munster Agricultural Society Responsibility

The responsibilities of the Munster Agricultural Society CLG. as employer are as follows:

- Ensure the safety, health and welfare at work of his or her employees/volunteers
- Manage and conduct work activities in such a way as to ensure the safety, health and welfare at work of all employees/volunteers and the public
- Manage and conduct work activities in such a way as to prevent any improper conduct or behaviour likely to endanger employees/volunteers
- Ensure a safe place of work
- Ensure a safe means of access and egress
- Ensure safe plant, equipment and machinery
- Provide systems of work that are planned, organised, performed, maintained and revised as appropriate so as to be safe and risk free
- Provide and maintain welfare facilities
- Ensure appropriate information, instruction training, and supervision has been provided
- Determine and implement the measures necessary for protection of employees/volunteers, as identified through risk assessments:
 - Identify all hazards in the workplace
 - Keep a written assessment of the risks associated with each hazard
 - Review the risk assessment as necessary
 - Implement any control measures identified
- Prepare a written safety statement to specify:
 - Hazards identified and risks assessed

- Protective and preventive measures taken and the resources provided
- Emergency plans and procedures
- Duties of the employees/volunteers
- Names, job titles and positions of anyone assigned with safety responsibilities
- Provide suitable protective clothing and equipment where hazards cannot be eliminated
- Prepare and revise emergency plans and procedures
- Report accidents and dangerous occurrences to the HSA
- Obtain services of a competent person to ensure the safety, health and welfare of employees/volunteers
- Cooperate with other employers (where employers share a work place)
- Ensure health surveillance appropriate to risks is available
- Facilitate role of Safety Representative
- Consult with employees/volunteers regarding health and safety issues
- Not to penalise employees/volunteers for any complaint regarding health and safety.

7.7 MAS Officers' Responsibility

The responsibilities of the Officers of the Munster Agricultural Society are as follows:

- Ultimate responsibility for safety, health and welfare at work
- Ensure that adequate resources are made available to adhere to the safety, health and welfare at work legislation and regulations
- Ensure that the practical requirements of the current legislation are carried out
- Ensure the safety statement is reviewed annually and any necessary changes made in light of current practices and legislation
- Develop, implement and update health & safety policies and procedures in conformance with current legislation and industry "best practices"
- Monitoring implementation of health and safety procedures
- To represent the MAS on health and safety matters
- Monitor all aspects of health, safety and welfare in the Society
- Ensure relevant personnel are made aware of the requirements of the Safety Statement and provide training and instruction on these to all staff and Society members
- Investigate accidents and any health and safety issues reported.

7.8 Employee/Volunteer Responsibility

The duties of employees/volunteers are clearly defined in the Safety, Health and Welfare at Work Act 2005.

An employee, while at work must:

- Comply with all relevant statutory provisions
- Take reasonable care to protect the safety of themselves and others who might be affected by their acts and omissions
- Ensure they are not under the influence of an intoxicant or in such a state that they might be a danger to themselves or others
- Cooperate with his or her employer so far as is necessary to enable compliance with the relevant statutory provisions
- Not engage in any improper conduct or dangerous behaviour. Attend training and undergo

such assessment as may be necessary

- Make correct use of any article or substance provided for use or for the protection of the employee including protective clothing and equipment
- Report to his or her employer as soon as practicable: any work being carried out which might endanger themselves or others; any defects in the place of work; the system of work; any article or substance which might endanger themselves or others; any contravention of the relevant statutory provisions of which he/she is aware
- Notify the employer if they are suffering from any disease or physical or mental impairment which affects their performance of work activities that could give rise to risks to the safety, health and welfare of persons at work. The duty is on the employee to protect themselves and others.

An employee may not:

- Misrepresent himself or herself to an employer with regard to their level of training
- Interfere, misuse or damage anything provided for the safety, health and welfare of employees/volunteers
- Place at risk the safety, health and welfare of persons in connection with work activities.

7.9 Contractor/Self-Employed Responsibility

The responsibilities of Contractors/Self-Employed are as follows:

- Provide a current Safety Statement
- Advise the Munster Agricultural Society CLG if they have any prosecutions from HSA or litigations including any that are pending
- Prepare a site-specific Risk Assessment and Method Statement for the work to be carried out on behalf of the Munster Agricultural Society CLG
- Cooperate with employees/volunteers and management of the Munster Agricultural Society CLG with respect to health and safety requirements for the Cork Summer Show 2023
- Competence to carry out the required scope of work and have the necessary means, awareness, training and experience for this purpose
- Undertake the responsibilities of employers as outlined above in respect of their own employees/volunteers
- Report any incident, accident, defect, etc., to the relevant project manager and follow the instruction given
- Provide evidence that they have adequate Employers and Public Liability Insurance
- Advise of any decision to further subcontract any aspect of their work and satisfy the Munster Agricultural Society CLG that safety is adequately covered
- Be responsible for the supply and maintenance of all protective equipment to their employees/volunteers
- Ensure that all necessary protective clothing and equipment is used or worn by their employees/volunteers.

The Contractors/Self-Employed shall discuss with the Munster Agricultural Society CLG the procedures they propose to follow in executing their work. The Contractors/Self-Employed shall prepare a site-specific Risk Assessment and Method Statement to outline the procedures to be followed and control measures required for the works. These documents are to be submitted to the Munster Agricultural Society CLG one week prior to executing the work to facilitate review by the Munster Agricultural Society CLG.

The Contractors/Self-Employed are restricted to the specific work location of the work site and shall assume full responsibility for the safe-guarding of all tools and other equipment used in connection with the work. The Munster Agricultural Society CLG assumes no responsibility for the replacement of such tools or equipment, which are lost, damaged or stolen.

The Contractors/Self-Employed shall ensure that the work areas are kept clean free from debris. All loose materials which may cause an obstruction, danger to persons using the area, or fire hazard, must be removed from the job site daily.

Any failure to comply with the above, may, at the sole discretion of the Munster Agricultural Society CLG, result in the work in progress being stopped until such time that approved Safety Codes of Practice and Conditions are complied with or the cancellation of the Contract Agreement without cost liability, howsoever arising, being levied against the Munster Agricultural Society CLG.

The Contractors/Self-Employed or their employees/volunteers shall take all reasonable care to protect the safety of themselves and others who might be affected by their acts and omissions.

7.10 Contractor Obligations

All contractors are required by law to fulfil their obligations under the Safety, Health and Welfare at Work Act 2005 and the Safety, Health and Welfare at Work (Construction) Regulations 2013. In particular, all relevant persons involved in construction activities must have successfully completed the FÁS 'Safe Pass' training programme (or equivalent safety awareness scheme approved by FÁS) and have been issued with a registration card. Furthermore, operators or staff involved in specified safety critical duties must have received CSCS training and be in possession of a valid registration card.

7.11 Risk Assessment and Hazard Identification

Definition of a **Hazard** - Any source of potential damage, harm or adverse health effect.

Definition of a **Risk** - The chance or probability that a person will be harmed or experience an adverse health effect if exposed to the hazard - may also apply to situations with property or equipment loss.

An assessment of risks involves the following steps:

1. **Identify the Hazards:** The conditions, materials and equipment that have the potential to cause harm
2. **Assess the Risks:** Measure the level of risk associated with each hazard; consider groups of people, potential injuries or harm. Acknowledge the severity of injuries or harm done and the likelihood of occurrence
3. **Control the risks:** Ensure that the control measures in place reduce the risk of injury so far as is reasonably practicable.

The hierarchy of control measures are:

- i. Eliminate the risk

- ii. Replace with a less hazardous alternative
- iii. Isolation task to prevent unwanted exposure
- iv. Engineering controls
- v. Training in safe work practices
- vi. Personal protective equipment

PPE is final resort and is used in combination with other control measures.

A Risk Assessment for all activities associated with the Cork Summer Show 2023 has been carried out and is included in Appendix B.

Emergency situations, mitigation and control measures and associated emergency procedures have been discussed in Section 3 “Emergency Plan” above.

Section 7.18 below, ‘Cork Summer Show 2023 - Work Safety’, outlines how other control measures, for non-emergency situations, identified in this Risk Assessment have been implemented and incorporated into Show procedures.

All Contractors must submit a Safety Statement to the Munster Agricultural Society CLG. Such Third Parties, when carrying out work on behalf of the Munster Agricultural Society CLG, must produce a site-specific Risk Assessment and Method Statement to be reviewed and approved by the Munster Agricultural Society CLG one week prior to commencement of the work on site.

7.12 Training

The Munster Agricultural Society is committed to providing clearly defined safety procedures and instructions to the staff at the Cork Summer Show 2023. Site safety procedures, as outlined in this document, are to be followed by all personnel on site at all times.

7.13 Personal Protective Equipment

Personal protective equipment (PPE) is defined as all equipment (including clothing affording protection against adverse or intense weather) which protects a worker against one or more risks to his/her health, safety or welfare.

It is the policy of the Munster Agricultural Society to provide adequate PPE to all staff:

1. Stewards on traffic duty will be issued with yellow reflective jackets with MAS on the back
2. Safety Stewards will wear red safety jackets with MAS Safety Officer on the back
3. Stewards responsible for animals will wear hi-vis vests with MAS on the back

7.14 Marquees

There will be up to 30 marquees on site during the Cork Summer Show 2023. The maximum number permitted in a marquee at any one point in time will be as follows:

Competition Marquees	60
Catering	150

Bar

200 (mostly standing)

There will be a separation distance of 2m between marquees as indicated on the drawings.

All Trade Stands will include fire resistant materials to be used for all tents, covers and fabrics used.

Emergency egress from the marquees will be via permanent openings (not doors) which will be clearly marked. In the event of an emergency evacuation, stewards will direct members of the public towards these openings.

“Fire Safety Requirements for Domes, Marquees and similar structures” are included in **Appendix D** and will be issued to the exhibitors in advance of the events to ensure marquees and exhibitions contained therein erected on the site are in compliance with these requirements.

Liquor Licence application was approved by the District Court to the Hennessy Family of The Stirrup Bar and will be in place for the duration of the show.

7.15 Risk of Fire

Naked flames are prohibited in all covered areas.

Exhibitors using gas bottles will be required to keep them adjacent to their unit and under their control at all times. The gas bottles will be placed out of general circulation areas and will not be allowed in proximity to generators. All gas installations must comply with either IS 813 or IS 820 as appropriate and be signed off by a competent person prior to use. The Safety Officer will monitor all gas installation on the site and will collate and retain the associated documentation including sign off sheets.

Gas cooking will be in a separate kitchen area outside the public catering marquee, with no public access, the gas bottles will be located outside this and caged off. The generator will be at the western end of the catering marquee while the kitchen and gas bottles will be at the eastern end.

Cooking demonstrations will take place with the rear of the open marquee and all gas bottles covered over. If there is a pig-on-the-spit food stall, it will be outdoors and the gas bottle screened from public access areas.

Coke furnaces will be used in the Farriers’ demonstration area. Members of the public will not be allowed access to the Farriers’ working area.

7.16 Site Capacity

The maximum permitted public audience on site will be 10,000 at any one time. In addition, it is estimated that in the region of 1,800 exhibitors will participate, in addition to 250 staff and stewards.

Capacity will be monitored based on the volume of public vehicles parked in the car parks.

In the event that the site reaches 90% capacity, the Stewards will be advised by the Safety Officer, who will work with An Garda Síochána, that additional parking is available at Munster Technological

University (MTU) (approval pending at time of this application). The VMS signs at the Jack Lynch Tunnel and the Ballincollig N40 exit will be changed remotely to: "NO Parking CORK Show. Use PNR MTU". The bus provider will immediately dispatch a shuttle bus and commence Park & Ride services.

A press release will issue from the Event Management Control Centre to all media informing them of the change in parking. 96FM/C103FM are providing live feeds from the show site and will carry traffic and parking information on their radio shows and their social media channels.

The Cork Summer Show website will be updated immediately with the relevant information.

Gardai on point duty will inform all cars arriving by the Curraheen Road that additional spaces are available at the Greyhound Track opposite the Showgrounds where a Park & Ride facility is in place.

Access traffic can be taken off the Clash Road at any time should the need arise during the event.

7.17 Adverse Weather

In the event of extreme weather, the event will be cancelled and the event signage (VMS) will be used to advertise the cancellation on approach roads. Statements will be issued to local media and widely distributed across social media platforms.

Contingency plans to cater for adverse weather include provision of shelter at the following locations:

- Competition Marquees
- Spectator and official viewing areas
- Catering Marquee - Seated eating areas
- Bar - mainly standing

Pedestrian thoroughfares and competition areas will be uncovered. People unable to gain access to the covered areas will have access to their cars.

In the event of inclement weather, attendance figures will be lower than anticipated.

7.18 Cork Summer Show 2023 - Work Safety

The Risk Assessment for activities associated with the Cork Summer Show 2023 is contained in **Appendix B**. This details potential hazards and associated risks, the groups of people most exposed and associated controls. Procedures are in place to eliminate or control identified hazards according to the general principals of prevention.

Bullying and Harassment

It is the policy of the Munster Agricultural Society CLG to maintain an atmosphere of mutual respect. The Munster Agricultural Society CLG does not tolerate or condone bullying or harassment.

Fire/Explosion

In the event of a fire or explosion, the alarm will be sounded. On hearing the fire alarm, all

employees/volunteers, exhibitors and members of the public must immediately leave the area in an orderly fashion and assemble at a safe distance from the fire; this operation will be managed by the MAS Safety Officers and Stewards who will instruct the public and exhibitors where to assemble. A Safety Officer will notify the fire brigade.

Action in the case of fire is made known to **ALL** employees/volunteers prior to the commencement of each event and designated assembly points identified for each area. Fire extinguishers will be available at the Administration and Cash offices. For small manageable fires, fire extinguishers can be used. These include carbon dioxide and foam extinguishers. Each are clearly marked specifying the type of fire on which they can be used.

To use the extinguishers:

1. Hold upright under the handle for support
2. Pull the ring pin out
3. Aim at the base of the fire
4. Squeeze lever
5. Sweep from side to side if necessary

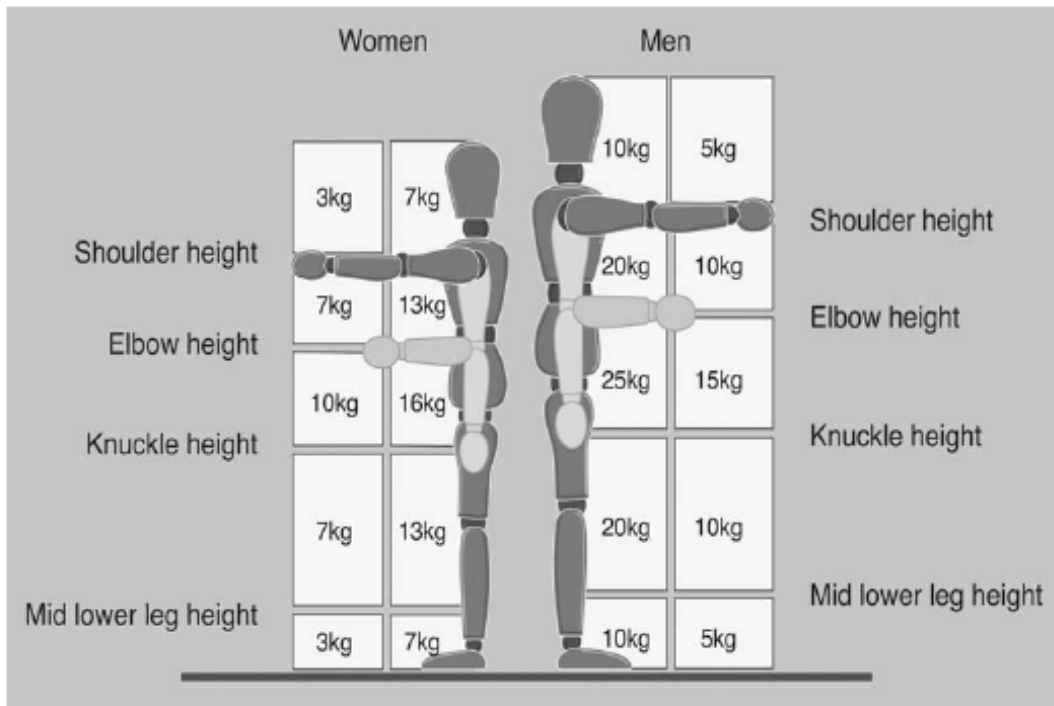
Caution: Always remain a safe distance away from the fire. If the fire does not extinguish after two extinguishers have been expelled, leave the building. Close the door behind you.

Intoxicating Drink and Drugs

No intoxicating drink or drugs may be consumed by employees/volunteers. Disciplinary action will be taken against any employee found doing so or being unfit for work through drink or drugs (including prescription medication) whilst on duty at any event. All such staff will be immediately suspended and not allowed to continue their work that day.

Manual Handling

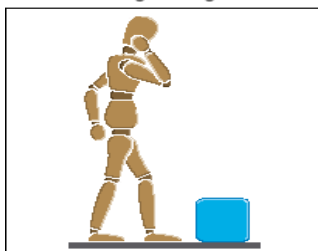
Activities that involve lifting, carrying, pulling, holding or restraining something can cause manual handling injuries. They are usually strains and sprains to muscles and joints. Repetitive and forceful movements can also result in manual handling injuries. The following guidelines apply to all manual handling:



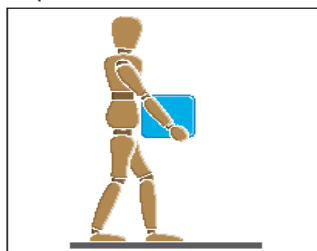
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A specific Risk Assessment must be carried out for any tasks that involve extensive/repetitive manual handling activities.

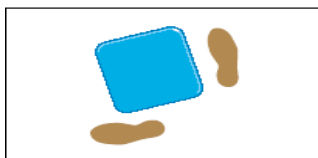
Think before lifting/handling



Keep the load close to the waist

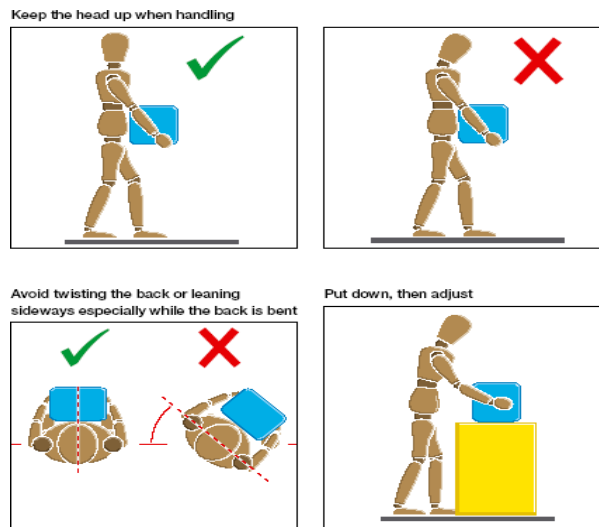


Adopt a stable position with feet apart and one leg slightly forward to maintain balance



Start in a good posture





Security

The provision of security at the shows during the day will be the responsibility of the MAS Stewards on duty. There will be an external specialised security firm on site during the Cork Summer Show 2023 between 8.00pm and 8.00am each day.

Sensitive Risks Groups

Cognisance is taken of the group of personnel falling under the sensitive risk grouping listed in Part 6 of the Safety, Health and Welfare at Work (General Application) Regulations 2007. Where relevant, adequate training, instruction and equipment/PPE is provided to these employees/volunteers to ensure work is carried out having regard to their health, safety and welfare.

Special provisions are made for employees/volunteers and members of the public with disabilities with respect to work conditions and provision of access and facilities respectively.

Slips, Trips and Falls

Slips are caused by the presence of substances such as water, grease, soaps, packaging, leaves, litter deposited on the ground/floor. Slip hazards can be found on both wet and dry surfaces.

Trips can be caused by such features as electric cables across walkways, curled-up or worn carpets, uneven floor surfaces and steps, or discarded work items. Cables from generators must not be allowed to trail across walkways.

Falls may be caused by slips or trips or when adjacent surfaces are at different levels leading to persons losing their balance because they had not anticipated the change in level. Slips or trips on stairs are particularly dangerous. Falls can be fatal. Slip, trip and fall accidents account for about 15% of all accidents reported to the HSA and are the second highest cause of accidents after manual handling.

How people act and behave in their environments can affect slips and trips:

- A positive attitude toward health and safety is vital, a 'see it, sort it!' mentality can reduce the risk of slip and trips accidents, e.g. deal with a spillage instead of waiting for someone else to

deal with it.

- What footwear is worn can also make a difference, e.g. wearing high heels will make you more vulnerable to a slip.
- Things that prevent you from seeing or thinking about where you are going can also increase the risk of an accident, e.g. rushing about, carrying large objects, becoming distracted whilst walking and using a mobile phone.
- Dry your feet before entering marquees, etc.

Smoking

There is no smoking permitted in the workplace.

Stress

Stress in the workplace can be caused by the following:

- Poorly organised shift-work
- Changes at work
- Poor working relationships
- Poor communication at work
- Lack of personal control over the work
- Ill-defined work roles
- Machine paced work
- Dull repetitive work
- Highly demanding tasks
- Dealing directly with the public
- Threat of violence

Particular situations may also give rise to ill-health such as anxiety regarding exposure or the perception thereof to a dangerous substance or infectious hazard, the witnessing of an injury to another employee or in the absence of appropriate debriefing/counselling after a traumatic event.

MAS employees, stewards and volunteers who believe they may be working under undue stress, should report the problem to the Health and Safety Representative or supervisor who will in turn bring the issue to the attention of management.

MAS Safety Officers' briefing will inform all that stress will be monitored and will be dealt with on notification to a superior.

Sub-Contractor/Sub-Consultant

In the event that work is being carried out on behalf of the Munster Agricultural Society by a contractor, they must fulfil their obligations under the safety, health and welfare at work legislative framework and demonstrate this compliance to MAS by submission of the appropriate documentation. This documentation should include the company's Safety Statement and a site-specific Risk Assessment and Method Statement for each activity being carried out. This documentation should be reviewed by the Munster Agricultural Society; however this review does not relieve the contractor of their obligations under the safety, health and welfare at work legislation.

Welfare

There will be several caterers in attendance at the shows. These catering facilities will be available to the Stewards and employees / volunteers as well as the public. Water will be provided onsite and each caterer is responsible for bringing potable water supplies to the site.

All drinks dispensed at the events will be provided in plastic glasses. Beverages will not be made available in glass containers.

40 Toilets will be provided at the Show. These will be available to the Stewards and Employees/Volunteers as well as members of the public.

7.19 Accident/Incident/Near-Miss Investigation – Internal Reporting

Definition of Accident and/or Incident - Any unplanned or undesired event which:

- a) results in harm to one or more individuals or the environment
- b) causes property damage and/or
- c) has the potential for significant human, environmental or financial loss.

Definition of a Near-Miss - an unplanned incident which does not cause injury or damage but has the potential to do so.

Definition of a Dangerous Occurrence - is an unplanned and undesired occurrence which has the potential to cause injury and which may or may not cause damage to people, the environment, property or equipment.

There are legal requirements associated with reporting accidents and dangerous occurrences. It is the Munster Agricultural Society's policy to report all accidents/incidents, near-misses and dangerous occurrences.

A full investigation report shall be completed by MAS and reviewed by the President. Reporting and investigation of these issues will minimise the possibility of repeat occurrences.

7.20 Accident/Incident/Near-Miss Investigation – External Reporting

Under the Safety, Health and Welfare at Work (General Applications) 1993, Part X and the Twelfth Schedule relating to the notification of accidents and dangerous occurrences, which are not revoked by the Safety, Health and Welfare at Work (General Applications) 2007, all employers are obliged to notify the Health and Safety Authority of accidents or dangerous occurrences. Descriptions of reportable accidents and dangerous occurrences are summarised below.

The regulations require that special forms should be completed and returned to the Health and Safety Authority (HSA):

- IR1 - Form of Accident
- IR3 - Form of Notice of Dangerous Occurrence.

7.21 Accidents

The following accidents must be reported by the Employer to the Health & Safety Authority using an IR1 – Form of Accident:

- An accident leading to loss of life to any employed or self-employed person if sustained in the course of their employment.
- An accident sustained in the course of their employment which prevents any employed or self-employed person from performing the normal duties of their employment for more than three calendar days (including weekends) but not including the date of the accident.
- An accident to any person not at work caused by a work-related activity which causes loss of life or requires medical treatment.

7.22 Dangerous Occurrences

The following dangerous occurrences/incidents must be reported by the Employer to the Health & Safety Authority using an IR3 – Form of Notice of Dangerous Occurrence:

1. The collapse, overturning, or failure of any load-bearing part of:
 - (a) any lift, hoist, crane, derrick or mobile powered access platform
 - (b) any excavator; or
 - (c) any pile-driving frame or rig having an overall height, when operating, of more than seven metres.
2. The explosion, collapse or bursting of any closed vessel, including a boiler or boiler tube, in which the internal pressure was above or below atmospheric pressure.
3. Electrical short circuit or overload attended by fire or explosion which results in the stoppage of the plant involved for more than 24 hours.
4. An explosion or fire occurring in any plant or place which resulted in the stoppage of that plant or suspension of normal work in that place for more than 24 hours, where such explosion or fire was due to the ignition of process materials, their by-products (including waste) or finished products.
5. The sudden uncontrolled release of one tonne or more of highly flammable liquid liquefied flammable gas, flammable gas or flammable liquid above its boiling point from any system plant or pipe-line.
6. The collapse or partial collapse of any scaffold more than five meters high which results in a substantial part of the scaffold falling or overturning, including, where the scaffold is slung or suspended, a collapse or part-collapse of the suspension arrangements (including an outrigger) which causes a working platform or cradle to fall more than five meters.
7. Any unintended collapse or partial collapse of:
 - (a) any building or structure under construction, reconstruction, alteration or demolition, or of any false-work, involving a fall of more than five tonnes of material; or

- (b) any floor or wall of any building being used as a place of work, not being a building under construction, reconstruction, alteration or demolition.
- 8. The uncontrolled or accidental release or the escape of any substance or pathogen from any apparatus, equipment, pipework, pipe-line, process plant, storage vessel, tank, in-works conveyance tanker, land-fill site, or exploratory land-drilling site, which, having regard to the nature of the substance or pathogen and the extent and location of the release or escape, might have been liable to cause serious injury to any person.
- 9. Any unintentional ignition or explosion of explosives.
- 10. The failure of any container or of any load-bearing part thereof while it is being raised, lowered or suspended.
- 11. Either of the following incidents in relation to a pipe-line:
 - (a) the bursting, explosion or collapse of a pipe-line or any part thereof;
 - (b) the unintentional ignition of anything in a pipe-line, or of anything which immediately before it was ignited was in a pipeline.
- 12.
 - (1) Any incident in which a container, tank, tank vehicle, tank semi-trailer, tank trailer or tank-container being used for conveying a dangerous substance by road:
 - (a) overturns or
 - (b) suffers damage to the package or tank in which the dangerous substance is being conveyed.
 - (2) Any incident involving a vehicle carrying a dangerous substance by road where there is:
 - (a) an uncontrolled release or escape from any package or container of the dangerous substance or dangerous preparation being conveyed; or
 - (b) a fire which involves the dangerous substance or dangerous preparation being conveyed.
- 13. Any incident where breathing apparatus while being used to enable the wearer to breathe independently of the surrounding environment malfunctions in such a way as to be likely either to deprive the wearer of oxygen or, in the case of use in a contaminated atmosphere, to expose the wearer to the contaminant to the extent in either case of posing a danger to his health, but excluding such apparatus while it is being used in a mine or is being maintained or tested
- 14. Any incident in which plant or equipment either comes into contact with an overhead electric line in which the voltage exceeds 200 volts, or causes an electrical discharge from such electric line by coming into close proximity to it, unless in either case the incident was intentional.
- 15. Any accidental collision between a locomotive or a train and any other vehicle at a factory or at dock premises.
- 16. The bursting of a revolving vessel, wheel, grindstone, or grinding wheel moved by mechanical

power.

7.23 Erecting or Removing Road Side Signage

Persons involved in the erecting or taking away of roadside signage are to adhere the Rules of the Road. Care is to be taken when parking the delivery vehicle to ensure it is well-in off the road with the hazard lights switched on and the vehicle is parked well in front of the area in which the signs will be erected.

- High Visibility Jackets are to be worn at all times
- Signs to be fixed in a manner so that it remains in position in all weather
- Signs to be placed so they do not obscure any other signage or obstruct a driver's vision
- Constant vigilance is to be taken of traffic at all times

The removal of the Signage is to be done in a similar manner.