



Construction Phase Plan

LONDON 14

*Prologis Park
Hayes
West Drayton
UB7 9FN*

VIRTUS
Data Centres

Section 1 – Description of project	7
1.1 Project scope	7
1.2 Project location(s)	8
1.3 Proposed start date	8
1.4 Proposed practical completion date	8
1.5 Proposed completion date and handover	8
1.6 Contract type	8
1.7 Project team	9
1.8 Project Directory	12
Section 2 - Managing and organising the project	13
2.1 Project risk register	13
2.2 Objectives and targets for occupational health, safety and the environment	13
2.3 Client objectives and targets for occupational health, safety and the environment	14
2.4 Client specific requirements for occupational health, safety and the environment	14
2.5 Site rules	15
2.6 Site induction	23
2.7 Welfare facilities	24
Section 3 – Emergency preparedness and arrangements	24
3.1 Reporting of accidents, near misses, unsafe acts, unsafe conditions and defects	24
3.2 Fire prevention and fire management	25
3.3 First aid	26
3.4 Business continuity	26
Section 4 – Management of construction	26
a) Site security	32
b) Traffic management	32
c) Environmental management	33
d) Housekeeping and storage	34
e) Work at Height	34
f) Work equipment	34
g) Safe systems of work including permit to work	35
h) Lifting Operations and lifting equipment	36
i) PPE	37
j) Temporary works	37
4.2 Work involving particular risk	14
4.3 Communication and consultation	38
4.4 Competence	39
Section 5 – Performance measurement and management	40
5.1 Active monitoring	40
5.2 Corrective, preventative and improvement action	40
5.3 Monthly project reports	40
5.4 Scheduled review	41
4.1 Works involving particular risks	37

Appendices

- Appendix A - Project Design & Construction Programme
- Appendix B - Site Setup Site and Traffic Management Plan Drawing (TBC)
- Appendix C – Fire Management Plan (TBC)
- Appendix D - Project Organogram
- Appendix E - F10 Notification (TBC)
- Appendix F - Accident Incident Management (BYES-CONT-HSE-P-3.7)
- Appendix G - Emergency Services Document (SS101) & Emergency Response Procedure
- Appendix H - Accident and Incident Response Procedure Guidelines (BYES-PER-PRO-801)
- Appendix I - Waste Management Plan
- Appendix J - Site Induction Document (TBC)
- Appendix K - Emergency Plan
- Appendix L - Pre-Construction Information
- Appendix M - Fire Risk Assessment (TBC)
- Appendix N - Contractors allocated to the project (TBC)
- Appendix O - Project Risk Register
- Appendix P – Traffic Management Plan
- Appendix Q - Business Continuity Plan (TBC)
- Appendix R – Health and Safety Policy
- Appendix S – Environmental Management Plan (TBC)
- Appendix T – Quality Policy
- Appendix U – Drugs & Alcohol Policy
- Appendix V – Modern Slavery and Human Trafficking Policy
- Appendix W – Bouygues PC Letter of Appointment
- Appendix X - CPP Letter of Receipt and PD Appointment

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Revision No. :

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4th Review

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Date: / /

Revision No. :

Approved: / /



Bouygues Energies & Services UK

Construction Phase Plan

This Construction Phase Plan must be reviewed updated and as necessary.

Introduction

Bouygues Energies & Services has undertaken a structured and logical process concerning the identification of the legal & other requirements for Virtus Data Centres and concerning LONDON 14, along with the occupational health and safety hazards, and environmental aspects. Subsequently assessments have been carried out to determine the risk and impact.

Purpose

Occupational Health & Safety is a shared value within Bouygues Energies & Services and this site-specific Construction Phase Plan has been developed by Bouygues Energies & Services to ensure so far as is reasonably practicable in providing and maintaining a safe place of work without risks to the health and safety of any person at work or those visiting the project site(s) and ensure no detrimental effect upon the environment.

In doing so, it will also assist the client Virtus Data Centres in ensuring that adequate controls for occupational health and safety and environmental management are implemented and maintained.

In addition, it is to enable compliance with all attendant legislative requirements including the Construction (Design and Management) Regulations 2015

Scope

This construction phase plan includes the arrangements for managing the significant health and safety risks and environmental aspects associated with the construction phase of the LONDON 14 project. Bouygues Energies & Services view this as the basis for communicating the arrangements to all those involved in the construction phase and will always be readily available.

This Construction Phase Plan has been tailored and relevant to this LONDON 14 project and in considering what information is included Bouygues Energies & Services has placed the emphasis on the following:

- Has sufficient detail to clearly set out the arrangements, site rules and special measures needed to manage the construction phase of the LONDON 14 project.
- Be proportionate to the scale and complexity of the LONDON 14 project and the risks involved.

Photographs and sketches have been included where necessary to simplify and shorten explanations.

The Bouygues Energies & Services Project Manager is accountable for the implementation of this construction phase plan.

Use of this plan

This construction phase plan is not intended to be used as a stand-alone document. This construction phase plan is to be read in conjunction with the LONDON 14 project Fire Management Plan, Emergency Response Plan, Traffic Management Plan and Environmental Management Plan with contractual terms applying to this project.

Section 1 – Description of project.

Bouygues Energies & Services have been contracted with Virtus Data Centres for the project LONDON 14. The latest prospect for Virtus is a Turnkey Design & Build of the New Virtus Tier 3 Data Centre at London 14, located at Prologis Park Heathrow, Stockley Road, West Drayton, UB7 9BN.

The fit out applies to a two storey Data Centre within an existing shell and core warehouse distribution centre, with office and plant spaces provided internally over 2 levels. It will involve the construction of an external steelwork plant gantry, external civil works, and internal fit out to form Data Halls (6no) and Plantrooms, external plantrooms, MEP services plant and infrastructure and office fit out to be spoke requirements.

When fully complete the proposed data centre design will comprise 8,400m² of Data Hall comprising 3 Data Halls on the ground floor and 3 Data Halls on the first floor. In addition to this, there are the associated internal and external plant rooms together with some office / administration spaces.

The office areas are already fitted out however these will be modified to suit Virtus's bespoke requirements.

There will also be an external gantry for power and cooling plant.

The data centre will be designed to achieve 22MW when fully fitted out with each floor 11MW.

1.1 Project scope

The works for this the project will include:

The first phase of works (this is subject to change), will consist of the design, supply, install, test and commission of 11MW of IT load as early as possible (25th Oct. 2024 requested, see contract programme appended). This will include the provision of all necessary external plant installed to 100% of the design capacity at this stage required to support the IT load as well as cooling and HV mains connections.

The first phase will also include all works to the building infrastructure to make it fully operational including the ICN communication system and the security for the whole building. The receipt and designated office areas will also be completed as part of the first phase.

Phase two, a further 11MW will be required on the 18th Feb 2025 for full project completion.

For the avoidance of doubt, the tender is for the full 22MW scheme with the phase 1 costs for the of build Data Halls 4,5 & 6 (4,200m²) on the first floor. Followed by the phase 2 costs for the of build Data Halls 1,2 & 3 (4,200m²) on the ground floor.

Formation and fitting out of the power streams and plant rooms required to support a minimum of 22MW.

Provision of all necessary external plant required to support the IT load as well as cooling and HV mains connections.

Formation of the Access Corridors, Loading Bay, Ancillary Rooms, Services Risers, and internal stair core enclosure in line with the specifications and drawings. Raised floors and Metal Partition walls and Construction of a new external gantry.

Installation and commissioning of mechanical and electrical services

Installation of underground ducting for power and communications cabling required around the building, where not provided as part of the base build by others.

Provision of 11kV supplies from 60MVA primary sub (sub by others)
Installation of a two 3000kg goods lifts. Passenger lift is existing.

Installation of fibre and communications services to the building and within the building. Commissioning and ICT

1.2 Project location(s)

London 14
Prologis Park
Hayes
West Drayton
UB7 9BN.

Details contained and include site access and transport arrangements are held within the Traffic Management Plan.

1.3 Proposed start date

Start: 24/04/2023

1.4 Proposed practical completion date

18th February 2025

1.5 Proposed completion date and handover

Actual Completion dates will be subject to Contracts and Variations. Refer to Programme of Works (Appendix A)

1.6 Contract type

Turnkey Design & Build of the New Virtus Tier 3 Data Centre at London 14

1.7 Project team

The accountable person for the LONDON 14 Project is the Operations Director Chris Mosley, 07772117702, Chris.Mosley@bouygues-es.co.uk

The Project Manager is responsible for the management of quality, occupational health, safety, and environmental matters on this project daily for the full duration of the project the site(s).

- The nominated Project Manager is Zoe Hamer, 07772117737, zoe.hamer@bouygues-es.co.uk

In the event of absence of the above-named management the following project representative will take control of the project and site and will report any deficiencies in quality, occupational health, safety, and the environment.

- The nominated Site Manager is Robert Pinder, 07772117746, R.PINDER@bouygues-construction.com

Bouygues Energies & Services applies the RACI approach to ensuring the roles, responsibilities and authorities for quality, occupational health, safety, and the environment.

R - Responsible: These people are the "doers" of the work. They must complete the process or objective or make the decision. Several people can be jointly responsible.

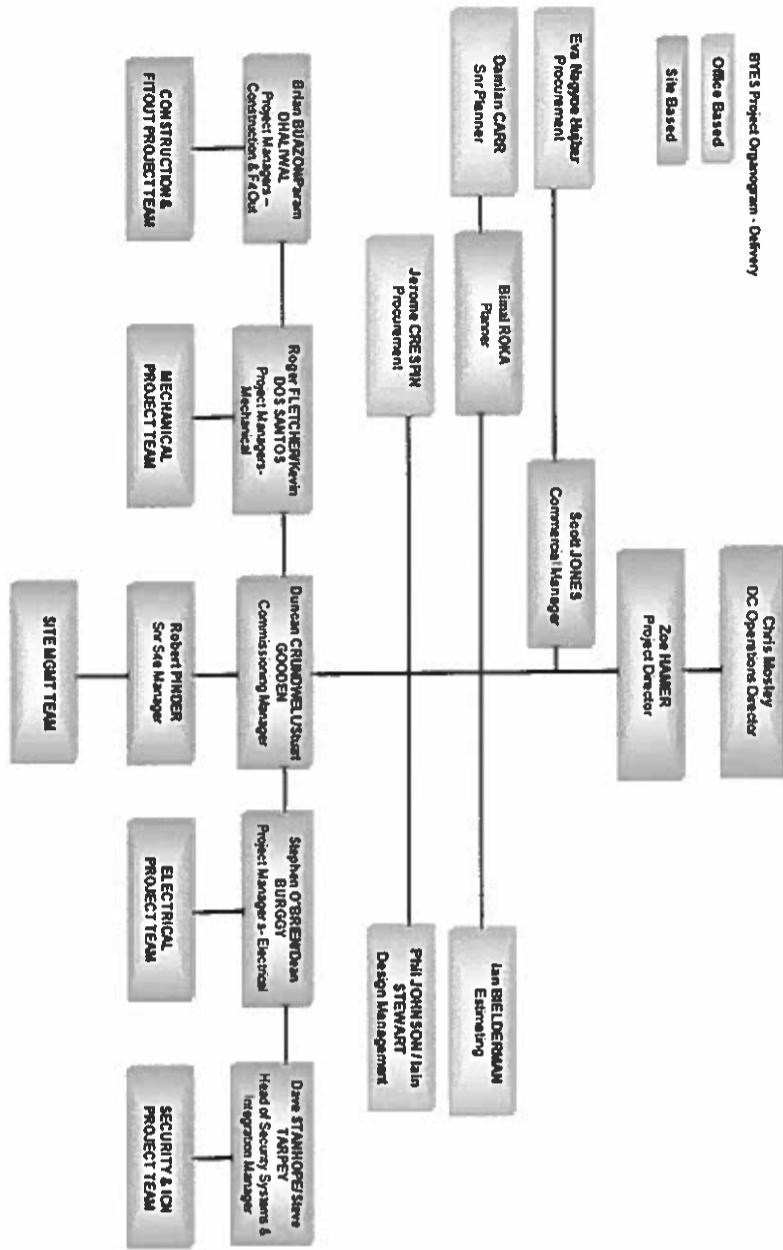
A - Accountable: This person is the "owner" of the work. He/she must sign off/approve when the process, objective or decision is complete. There can be only one person accountable, and this person must be able to be held to account if the process fails i.e., the person has the required authority and there is consequence for the individual. An individual can be accountable for a process without necessarily being responsible for it.

C - Consulted: These are the people who need to provide input before the process can be completed. These people are "in the loop" and active participants in the process.

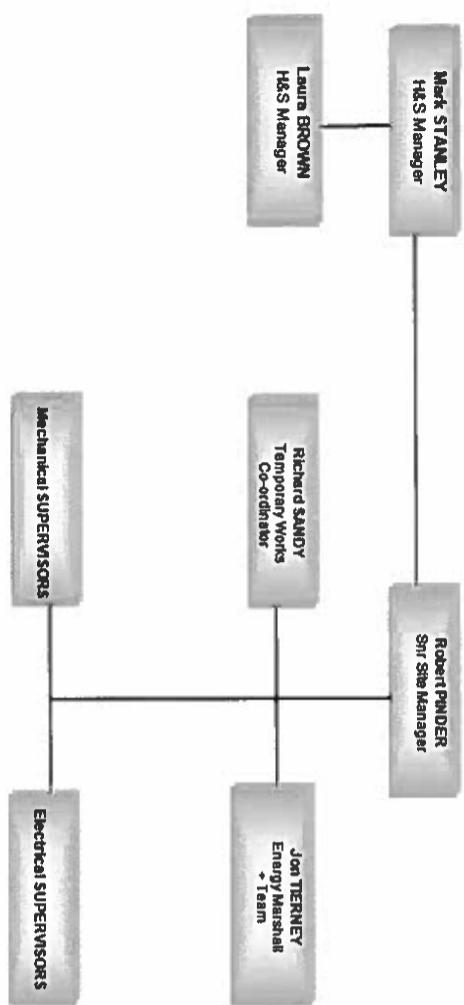
I - Informed: These people need to be kept "in the picture." They need updates on progress or decision, but they do not need to be formally consulted, nor do they contribute directly to the process, but they may be a 'customer' of the process output.

It is worth noting that supply chain organisations will always be accountable and responsible for their employees and other workers under their management, supervision, and control.

All project team members are required to verify they comprehend fully the responsibilities and accountabilities for the LONDON 14 Project and that they have received and understood the explanation concerning the contents of this construction phase plan.



BYES Project Organogram – H&S



1.8 Project Directory

Client	Virtus Data Centres Properties Limited 4th Floor, 20 Balderton Street, London, W1K 6TL	Contact name: Simon Anderson Telephone/Mobile: 0207 499 1300 Email: simon.anderson@virtusdcs.com
Principal Designer	Spectra Pacific Court, Pacific Rd, Altringham, Cheshire, WA14 5BJ	Contact name: Lee Taylor Telephone/Mobile: 07977101171 Email: Lee.Taylor@thespectragroup.co.uk
M & E Designer	Bouygues Energies and Services Contracting UK Ltd. One Didsbury Point, 2 The Avenue, Didsbury, Manchester M20 2EY	Contact name: Jamie Hughes Telephone/Mobile: 0161 249 1000 Email: jamie.hughes@bouygues-es.co.uk
Principal Contractor	Bouygues Energies and Services Contracting UK Ltd. One Didsbury Point, 2 The Avenue, Didsbury, Manchester M20 2EY	Contact name: Chris Mosley Telephone/Mobile: 07772117702 Email: chris.mosley@bouygues-es.co.uk
Contractors	Various See Appendix N	Contact name: Telephone/Mobile: Email:

Section 2 - Managing and organising the project.

2.1 Project risk register

The Project Manager is accountable and must ensure that the Project Risk Register (Appendix O) is developed, communicated, and managed accordingly.

The Project Manager can delegate responsibility for maintaining the Project Risk Register and ensuring risk reporting is applied.

The Project Risk Register must be reviewed at every business unit management meeting with the Managing Director and every project management review meeting by the Project Director.

The report emphasises the need to ensure that Risk Registers are live, are reviewed and progressively updated.

Note: The following Risk Categories must be observed.

- **Strategic** – Threats or opportunities that might affect the company as a whole should they be realised.
- **Operational** – Threats or opportunities that might affect the business unit should they be realised.
- **Financial Risk** – Financial threats or opportunities strategic or at operational levels that might affect the company as a whole should they be realised.
- **Compliance Risk** – Compliance threats or opportunities strategic or at operational levels that might affect the company as a whole should they be realised.

2.2 Objectives and targets for occupational health, safety and the environment

In keeping with Bouygues Energies & Services, whereby occupational health and safety is a shared value, the following objectives and targets aim to support the provision of occupational health, safety and environmental management without comprise.

The Project Manager shall ensure the HSE objectives and targets are relevant, communicated, reviewed, and reported as an indicator of the project HSE performance.

The objectives, targets and indicators for this project are:

Objective	Target	Indicator	Accountable person	Responsible persons
Zero LTI's	Zero	Zero Monthly reporting	ALL	ALL
H&S Monthly Audits	Monthly	1 per Month, Monthly reporting	PD PM SM H&S	ALL
Project Management Safety Inspections	Monthly	1 per Month, Monthly reporting	PM	PM
Monthly hours	Monthly	Monthly reporting, Monthly reporting	H&S	H&S
Safe site	Monthly	Monthly reporting	H&S	H&S
12 fundamentals and management standards	Monthly	Monthly reporting, Monthly reporting	H&S PD	H&S PD
20% improvement in Near Miss/Observation	Yearly	Increase from 287 to 344	ALL	ALL
Reporting				
Monthly Safety Supply Chain Audits to be carried out by the Supply Chain	Monthly	Monthly, Monthly reporting	Supply Chain	Supply Chain
100% compliance against H&S Training Matrix	3 monthly Review	100% compliance	ALL	PD H&S Training Team
2 x Annual Health, Safety & Wellbeing events	Two per year	Complete 2 a year	H&S PD PM	H&S PD PM
Topics to be decided by PM and H&S team				

2.3 Client objectives and targets for occupational health, safety and the environment

There are currently no client objectives for Health Safety and environmental. Where requested they will be added to the plan as the project progresses.

2.4 Client specific requirements for occupational health, safety and the environment

For work on site, all operatives must attend BYES Site induction.

For the duration of the project Virtus will hand over the work area to BYes who will in turn raise permits for the following activities to take place:

- a) Hot works.
- b) Work on high voltage electrical apparatus and systems.
- c) Entry into confined spaces.
- d) Working at height.
- e) Excavations.
- f) Lifting Activities.
- g) Other occasional hazardous work can be covered by a general PTW.

Byes staff will check if the client has any other specific safety requirements i.e. site restrictions, security arrangements, times of working, etc.

2.5 Site rules

The site rules have been taken from the pre-construction information provided, they are specific to this project LONDON 14.

The project manager will ensure that the site rules are communicated to all site operatives prior to their commencing work and to all visitors.

1. All persons must abide by the induction they have been given, any deviation of the rules may start the disciplinary procedure and the offending body being expelled from the project. Any person found without valid proof of an Induction shall be removed from site or made to re-sit a new induction.
2. Everyone is to access the site via the electronic turnstiles using their individual access cards issued. Passing back access cards will result in a yellow card.
3. All persons must comply and work to their Risk Assessments / Method Statements that has been submitted by their employer.
4. No person is to install, remove or interfere with any provisions of safety that is provided for your or others safety and health. For example: - fire appliances, scaffolding, access ladders, excavation protection, fall prevention and fall protection equipment.
5. No person is permitted to eat outside of the welfare facilities rest room as this encourages vermin.

6. Welfare facilities are provided such as changing rooms, toilets and washing facilities. All construction site personnel are requested to use them and to use them with respect.
7. All persons are requested to report to Site Management any defect they believe has the potential to cause personal harm or damage to plant and property.
8. All electrical appliances as by law are required to be tested every 3 months, proof of these tests must be submitted to the Site Management.
9. No person is to work near an edge with a risk of falling without suitable fall protection in place and relevant training.
10. No person shall throw any equipment or materials from a height without having a safe system of work in-place i.e., designated drop zone.
11. All accidents however minor must be reported to the BYES Site Management and treated by the trained First Aider.
12. No person is to enter an excavation unless they are authorised to do so.
13. All excavations that require person to enter must be sufficiently protected from accidental collapse.
14. No person is to carry out any higher risk activities without obtaining a valid permit.
15. Any person who is suspected of being under the influence of alcohol or non-prescribed or illegal drugs shall for their own safety and the safety of others around them be expelled from the site. In the event there is doubt or an appeal is made BYES reserve the right to conduct an independent test. However, while that test is being sorted or awaiting results the person in question shall remain prohibited from site. Random drugs and alcohol testing will take place on site as per our drugs and alcohol policy.
16. As a part of our commitment to the care of the environment, specific containers and skips are provided for different types of waste. Please assist use and put your waste within the correct container / skip.
17. Deliveries of heavy pieces of plant/equipment will be assessed on a load-by-load basis. This is to ensure that ground conditions are suitable to support the load including the delivery vehicle and any vehicles utilised in the unloading thereof. The installation of the mechanical & electrical plant onto the gantry will need reviewing in detail with the Structural Engineer and the Specialist Lift & Shift Contractor before proceeding.

18. All excavations will be subject to full examination of both the demarcation drawings and commissioning phase will be clearly with CAT and Genny for live services and ground penetrating radar (GPR) for hidden structures and services.
19. All live services and plant at any point in time of the construction and commissioning phase will be clearly identified and communicated via Toolbox Talks, Site Supervisor briefings and the project induction. Contractors will be provided with a pack containing information on the existing building, this will be provided by the Principal Designer and stored on 4P.
20. A PTW system will be in operation for working on any of the live systems. RAMS shall be issued for approval prior to a permit being issued. Potential for hidden services to be highlighted in the residual risks register and noted on construction drawings for the construction team.
21. No tasks to be carried out without a permit where applicable, all areas containing live plant/services will be confirmed as isolated before works commence and/or control measures will be taken to prevent accidental exposure to the live services.
22. No person shall knowingly interfere and or misuse anything provided in the pursuit of safety and health. Any person found doing so shall be removed from the project.
23. Contractors shall have an elected Health & Safety Representative on site at all time and this representative shall be present at BYES Consultation for the Improvement of Safety fortnightly meetings.
24. Arrangements for demarcation to segregate contractors' workplaces shall include where practicable be physical secure fencing with suitable signage to prevent unauthorised access. The use of plastic hazard warning tape and or plastic chain is not acceptable as a safety barrier.
25. Where tools, plant and equipment are used on site, these will all be immobilised and secured when not in use. All plant and equipment not being used overnight, or weekends will be removed from site or re-located to the secure areas for protection.
26. Careful consideration must be made in respect of chemicals/solvents used during construction works and all COSHH requirements must be strictly adhered to. All assessments are to be attached to relevant RAMS. contractors are to provide relevant COSHH assessments for any hazardous substances they require fulfilling their duties.
27. Where fumes, dusts and gasses are present as part of the use of hazardous substances or as a by-product of the substance, suitable extract/forced air ventilation must be provided to dissipate the vapour/fumes and to maintain reasonable working conditions within the workplace.

28. Within the RAMS suitable and sufficient RPE, PPE and training must be provided for the operatives using the substance and must include all persons working adjacent to the works that could be affected by the use.
29. Chemicals, fuels, and gasses must be secured in a lockable secure cage/container to prevent unauthorised use, access or removal.
30. All COSHH assessments must be accompanied by a suitable manufacturers data sheet with appropriate measures as identified in the data sheet and must be read and signed by the workforce using the substance. A copy of the signed COSHH assessments must be held by the authorising person/ supervisor during the use of the substance.
31. All Substances must be stored and handled as advised in the manufacturer's guidance and where applicable lockable storage facilities, must be provided which must include bunded trays for liquids to allow a minimum 110% containment.
32. All flammable materials and equipment will be assessed using a site-specific Fire Risk Assessment.
33. Suitable storage for all tools materials and plant must be provided and the Principal Contractor notified to identify the storage on the site plan.
34. Suitable temporary site lighting will be installed to cover access, egress and emergency escape until such time as the permanent lighting is installed in the remaining areas. Specific task lighting is to be provided by sub-contractors and the need for it reviewed during the Pre-Award Meetings. It should also be detailed within their RAMS.
35. The generation of dust and the control measures will be assessed on a task specific basis. Suitable methods of dust suppression/extraction will be deployed to ensure a safe system of work and environment is maintained. Consideration of external third parties will form part of the assessment.
36. To ensure fire and ignition sources are controlled all hot work will be controlled by a BYES Permit for work in the construction areas. All hot work will require a fire watch. In the construction areas, BYES will provide and maintain temporary Fire points where extinguishers and alarm sounders can be used or activated.
37. Clear segregation of pedestrian and vehicles will be implemented for routes to the work area, which are to be used and maintained. Safe pedestrian routes must be maintained as per the site set up plan as a means of escape. Contractors' morning briefings will identify any daily changes in the pedestrian routes, and this will be communicated to the supervisors of the various trades.

38. Vehicle routes to be clearly identified on the site set up/traffic management plan. All vehicular movement must adhere to BYES's traffic management plan and client restrictions.
39. Private vehicles must be reverse parked in the designated parking area.
40. Parking cars on the construction site is prohibited. Vans and Cars are only permitted on the site with permission and a valid vehicle ID pass for offloading before being removed from site, unless agreed in writing by prior arrangement for special circumstances.
41. Vehicles are to be manoeuvred through the site with a trained banksman to be present until that vehicle is parked. All drivers of delivery vehicles on site are to abide by the Personal Protective Equipment rules (PPE). If they do not have the necessary PPE drivers shall remain in the vehicle.
42. All plant and lifting plant by its design the driver / operator/s vision is obscured, then equipment is to be fitted with an automatically engaged audible reversing alarm and CCTV system can be used to help drivers see behind the vehicle. Any reversing of vehicles whereby the driver / operator does not have 360-degree vision is to be banned.
43. All plant equipment shall be fitted with a serviceable flashing beacon, yellow for operation and green for seatbelt compliance and is to be used whenever transiting/traversing the site. Driving lights/side lights are to be in good working order and used when the vehicle is moving.
44. When not in use all plant/equipment is to be left in a safe and secure condition. (When practical keys should be retained in a central location under strict control) key/less/keypad operation is recommended for activation of the systems and secure isolation.
45. All persons operating plant/lifting equipment are to supply a copy of their current Training Certificates/Licences and must have a critical medical examination to ensure reasonable health.
46. All plant/lifting equipment being operated on site is to have a current Certificate of Thorough Examination of EC Conformity and an inspection must be completed prior to plant being used.
47. The site speed limit on the construction site is 5 mph and 20 mph on the approaching road.
48. All deliveries will be instructed to report to Bouygues Logistics Manager/ Bouygues Site Management Team where they shall be directed to the site compound area, where materials/equipment will be safely stored or be taken in the required work areas. Wherever possible the lay-down / storage areas will be segregated from the main work areas.

49. BYES shall ensure that compounds/storage areas should have a separate pedestrian access which is clearly identified; this includes access to offices and welfare facilities and contractor persons are required to use these designated pedestrian routes.
50. BYES operates a 7 point PPE policy -hard hat complete with chin strap, suitable eye protection for the activity undertaken with a minimum standard LEP (Light Eye Protection ESBN 166 F and subject to task and risk assessment), hearing protection as required, high-visibility clothing, safety footwear, gloves (minimum cut level 3 unless specifically risk assessed out for specific tasks otherwise cut level 3 gloves must be worn on site). Where required task specific PPE will be highlighted in specific RAMS. Activity specific PPE will be highlighted and implemented.
51. Where noisy activities are identified BYES operating instruction BYES-CONT-HSSE-G-6.11 will be implemented within the first action level of 80 db.
52. Where applicable BYES shall establish mandatory hearing protection zones around the construction site, dependant on site activities. These zones will be determined after BYES weekly recorded site noise monitoring is carried out by the site management team using 47 SSSED138 General Site Noise Assessment.
53. Noise assessments shall be kept as part of BYES site safety and environmental documentation set up. Contractor's task specific noise assessments shall be attached to the specific task RAMS.
54. All plant and equipment used on site will be maintained in good order and records kept in the Site Safety and Environmental documentation. These records shall include Hire company handover certificates; records of thorough inspections etc, where applicable daily pre use checks and weekly recorded inspections.
55. During the detailed design stage phase of the Project, the Design Team shall review and ensure that all plant and equipment installed to operate the Data Centre can be maintained in a safe manner upon completion and handover to Virtus.
56. BYES operate a hierarchy of control when working at height. Suitable risk assessments must be issued to the BYES Project Manager/Site Manager/ H&S Manager prior to arrival on site and approval must be sought prior to the work being carried out.
- Stepladders are to be used only as a last resort and only after completing the specific Risk Assessment. All high-risk activities within the hierarchy of working at height will be recorded in the working at height plan with senior sign off for all high-risk activities
57. Access to the construction site will be via Controlled gates and turnstiles. Due to national and local government restrictions and local medical advice access may be controlled with restrictions and the

additional control of temperature scanning as part of the COVID 19 control measures. Any person who is found bypassing the turnstiles shall be expelled from the project.

58. All site tools/equipment/lighting will be battery powered or 110v via a transformer, temporary lighting will be by fluorescent or LED, until such times when the new lighting & power installations are available.

59. Points of electrical supply will be determined by a site survey and incorporated in the design for temporary power. BYES will be responsible for maintaining and reviewing requirements throughout the life cycle of the project and providing adequate identification.

60. Contractors' equipment, cables, splitters and connectors are to have current PAT certification. Damaged or out of date equipment may be destroyed or quarantined and removed from site.

61. Lifting equipment, for one off lift such as the installation of the containerised switch rooms, generators and chillers on the new external gantry, a contracted lift specialist lifting contractor will be engaged.

They will provide lifting plans, risk assessments, method statement and specialist certified lifting equipment (crane age) and a competent trained person to control all aspects of the contracted lift including the authorising person, lifting supervisor and crane operator.

62. All lifting equipment cranes and accessories will have current test certification, inspection and maintenance records available for inspection prior to entering the site and reviewed by the BYES Site based Authorising person (AP).

63. For the offloading, movement and installation of materials and equipment using mechanical aids will be adhered to. BYES are to provide suitable plant with regular inspection and training of personnel for competence.

64. Any materials required to be handled by site personnel must be suitably risk assessed.

65. All Manual Handling Assessments are to be attached to or contained with the Contractors RAMS. BYES will provide in-house manual handling training for Bouygues staff. However, additional training for third parties can be provided on request.

66. Confined spaces work will be risk assessed for being a confined space. Specific RAMS and Emergency procedures and systems will be in line with the requirements for the Confined Space Regulations 1997 (as amended) and put in place to control the works within confined spaces, only competent, trained persons will work within these areas under a strict "Permit to Work" system. As part of assessing the works inclusive rescue plans will be created as part of the design and processes required. These rescue plans must consider and include breathing apparatus and 4 gas monitoring as necessary along with means of escape such as winches and 'top man' monitoring.

67. Temporary works include earthworks, structures, form work, scaffolding and equipment and plant foundations would need to be managed and adequately controlled. To appropriately manage temporary works BYES will ensure the provision of a documented design brief and of a competent appointed temporary works co-ordinator and supervisor.

68. Temporary works register shall be maintained by the BYES Temporary Works Co-ordinator. Additional design for temporary works will be subject to prior agreement and consent by the appointed person.

69. BYES have a zero-tolerance approach to modern slavery and we are committed to acting ethically and with integrity in all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.

Disciplinary Action Procedure

Any employer and/or employee found to be knowingly flouting the above rules shall for the safety and health of themselves and third parties be requested attend an interview to establish the fault and may thereafter be requested to permanently leave the site.

Where there is an obvious breach to Policy, Procedure, National Legislation or actions against the interest of the business, the operatives and/or the employing company will be subject to site limitations and immediate action to prevent and limit the breach.

Where actions could be life threatening or putting the operation at serious risk a 'Suspension of works notice' will be issued where works will be suspended until the issuing officer is satisfied that the remedial actions are complete. Following the SOWN additional yellow or red cards will be issued against the offending parties.

Yellow cards will be issued for minor offences and will stand for a minimum of 24 hours from issue and will be subject to the offender attending a re-induction on site.

Red cards are issued for Major concerns/breaches and will have a duration for the period of the works. Red cards can be subject to an appeal sent to the operational directors and H&S lead/director.

Abusive behaviour, aggression, or repeated minor breaches will be an immediate red card.

2.6 Site Induction

The project manager will ensure a suitable site induction is provided to every site worker prior to them commencing work.

If any person during the Site Induction or any other time whilst on the project site cannot demonstrate and communicate in English will be asked to leave the site and will not be permitted to work on the site.

Where necessary information will be provided in other languages, visual formats or simple English but it is paramount that workers understand what is required of them and they know how, and with whom, they can raise concerns.

Those workers who may have difficulties in understanding both verbal and written English must inform a member of the Bouygues Energies & Services project management team.

Every supply chain organisation must ensure adequate supervision of all workers under their management, supervision and control including those that may have difficulties in understanding verbal or written communications. Every supply chain organisation must make appropriate arrangements to ensure that instructions are effectively communicated and understood by all persons under their management, supervision, and control.

The induction will be site specific and be relevant to the size and scope of the work, and level of risk involved (Appendix J)

The following induction topics are included but not limited to:

- Senior management's commitment to health and safety.
- An outline of the project.
- Management of the site, for example the project manager and project team (photographs must be included).
- Site-specific health and safety risks, for example any requirement to work near overhead cables.
- Control measures on site, for example site rules, vehicle and pedestrian segregation, PPE, temporary electrics, and site restrictions such as delivery arrangements.
- Dealing with emergencies including first aid arrangements.
- Accident, near miss and hazard reporting arrangements.
- Training details, for example provision of toolbox talks and task briefings. The project must have a programme of proactive toolbox talks aligned with the project programme.
- Arrangements for consulting the workforce on health and safety.
- Individual workers' responsibility for health and safety.
- Inductions must also be provided to those not regularly working on site, including the client or architect, and visitors and be tailored to suit the nature of their visit and knowledge of the project.

Note 1: Persons will be re-inducted if absent from the project for a period of 90 days or longer.

Note 2: If the project duration exceeds 52 weeks, secondary inductions must be provided.

2.7 Welfare facilities

The project manager is responsible for ensuring welfare facilities are provided and are suitable and sufficient for the size and nature of the project and site(s). Welfare facilities must be available as soon as the work starts and remain until the construction work is completed. There is NO parking facilities for contractors on site.

The BYes site welfare facilities will be located within the LON14 car park, indicated on the site plan. This will consist of Toilets, drying rooms, canteen facilities and office facilities.

This will contain well-lit and ventilated toilets (suitable for all personnel), washing facilities next to the toilets, including hot, cold or warm running water, soap or hand cleaner, towels or means of drying hands.

Changing rooms and lockers will be provided and a supply of drinking water will be available. First Aid will be provided.

There will be a temporary welfare facility provided at the start of the project due to the ground works taking place. These are indicated on the Temp Site Set up plan (Appendix B). These facilities will be restricted to the ground works team and a couple of BYES site management team through this phase of works.

All workers / visitors to the site must undergo either a BYes site operative or BYes site visitor induction detailing BYes site operations including the associated welfare arrangements stated above.

Section 3 – Emergency preparedness and arrangements

The Emergency Plan will be prepared as part offsite arrangements and will be amended to meet the requirements as the site progresses.

The Health and Safety Manager and Site Manager will be the point of contact in the initial phase and will appoint marshals and security as the site progresses.

Site plans, procedures and signage are displayed for everyone's attention.

Emergency contacts will be available and displayed.

3.1 Reporting of accidents, near misses, unsafe acts, unsafe conditions and defects

All accidents, near misses, unsafe acts, unsafe conditions and defects must be reported by the injured person or a person acting on their behalf before leaving the site.

The accident/ near miss etc will be entered onto NOC/Cority and subsequently an automatic email notification is sent to persons across Bouygues Energies & Services notifying them of the occurrence of an accident, near miss etc.

The distribution includes;

- Project Director
- Managing Director
- HSE department

An investigation must always be carried out, and the investigator (and team) will be allocated accordingly dependent upon the consequences and the potential.

3.2 Fire prevention and fire management

Information will be within the pre-contract information provided.

Planning: precautions must be considered at the design stage and before work starts. The planning must include; materials, methods of construction and the site processes selected to minimise fire risk and work planned in an order that is practical but also minimises risk.

A fire risk assessment must be conducted. This will be carried out by London City Fire which is an external provider.

A fire plan will be put in place to cover the BYes construction site and activities which shall include trained Fire Marshals. They will in turn complete and display the fire action arrangements notice with assistance from BYes H&S team where required. BYes shall carry out fire/emergency drills on a regular basis considering new personnel/sub-contractors on site in accordance with the clients on site emergency procedures.

Fire prevention and Fire management will consider:

- Reduce amount of combustible material
- Storage
- Rubbish disposal and housekeeping.
- LPG, acetylene, or other fuel types
- Hot works
- Ignition sources
- Smoking
- Plant and equipment
- Electrical
- Security/ arson
- Site fires
- Accommodation (including site offices)
- What to do in the event of a fire (this will change as the project develops)
- Fire alarms – giving warning and detection.

- Fire-fighting equipment
- Emergency procedures
- Fire wardens - a photograph must be used and must accompany the sign.

3.3 First aid

Planning; an assessment to determine first-aid requirements must be conducted and recorded to determine the equipment, facilities and number of first-aid personnel required.

- First aid personnel - a photograph must be used and must accompany the sign.

Note: Remember, first-aid arrangements must cover planned and un-planned absence, shift working, night and weekend working where this is carried out. You must ensure adequate cover.

An Emergency Arrangements plan is in place and will detail the trained personnel for first aid and fire arrangements on site (Appendix K)

3.4 Business continuity

There will be business continuity needs for Bouygues Energies & Services, the Project and specific business continuity requirements for the client (Appendix Q).

Section 4 – Management of construction

As part of the project planning at the design stage, occupational health and safety hazards and environmental aspects will be identified and assessed. Subsequent monitoring, assessment and amendments will follow as is necessary.

The Project Manager is accountable and will ensure that risk control measures are implemented. The Project Manager must ensure that proactive monitoring and assessment is carried out to determine the implementation, effectiveness, efficiency of risk control measures.

The following hazards presented by the existing environment have been considered. Further details of the hazards applicable to this project are set out below:

Contamination (ground, plant, disposal)	1	Fire/Explosion/Ignition Sources/Fire Alarms	11	Electrical Tools/Supplies	20
Stability (ground/structures)	2	Pedestrian Traffic	12	Atmosphere	N/A
Underground Services	3	Vehicles	13	Cold/Heat	N/A
Overhead Services	4	Laydown/Storage	14	Lifting Equipment	21

Category	Value	Category	Value
Hidden Services	5	Special PPE	15
Live Plant/Services	6	Noise	16
Chemicals/Substances	7	Maintenance	17
Flammables	8	Falls from height	18
Lighting	9	Access	19
Dust	10	Headroom	N/A
		Asbestos	26

1.

Ground conditions underlying the Site have been encountered as Made Ground overlying Langley Silt, Lynch Hill Gravels and the London Clay formation. Groundwater has been recorded within the Lynch Hill Gravels superficial stratum and is considered to flow generally towards the south. Previous investigation has indicated an area of potential concern comprising a former backfilled pond in the east of the Site which recorded localised asbestos, hydrocarbon and metal contamination. Assessment and validation undertaken by WSP in 2010 indicated that residual levels of hydrocarbon contamination in soils were at levels suitable for a commercial/industrial end use. Asbestos impacted materials were considered suitable for placement beneath hard standing and the adoption of robust health and safety procedures advocated. There are underground services currently located onsite such as gas, HV, LV, drainage systems, fibre optics etc (refer to surveys).

2. Deliveries of heavy pieces of plant/equipment will be assessed on a load by load basis. This is to ensure that ground conditions are suitable to support the load including the delivery vehicle and any vehicles utilised in the unloading thereof. The installation of the mechanical & electrical plant onto the gantry will need reviewing in detail with the Structural Engineer and the Specialist Lift & Shift Contractor before proceeding. The delivery areas and working platforms are structured roads and reinforced concrete, the exception to the structured areas include vegetation borders and excavations for piling and services, these areas will not be part of weight bearing operations such as cranes or loading areas. Designated lay down areas will be included as part of the traffic management plan.

3. Due to the nature of some services and tasks all work will be carried out in line with BYES-CONT-HSE-G-6.20 below Ground Working in the HSE Management System. Task specific RAMS to be provided. All excavations will be subject to full examination of both the demarcation drawings and physical inspection with CAT and Genie for live services and ground penetrating radar (GPR) for hidden structures and services.

4. Overhead Services are present on the neighbouring boundary (railway). Any lifting activities must be assessed as notification Network Rail may be required.

5. Potential for hidden services to be highlighted in the residual risks register and noted on construction drawings for the construction team. Required precautions to be clearly stated within construction Risk Assessments and Method Statements. No tasks to be carried out without a permit.

6. All live services and plant at any point in time of the construction and commissioning phase will be clearly identified and communicated via TBTs, Site Supervisor briefings and the project induction. Contractors will be provided with a pack containing information on the existing building, this will be provided by the Principle Designer and stored on 4P. A PTW system will be in operation for working on any of the live systems. RAMS shall be issued for approval prior to a permit being issued.

7. Careful consideration must be made in respect of chemicals/solvents used during construction works and all COSHH requirements must be strictly adhered to. All assessments are to be attached to relevant RAMS. Sub-contractors are to provide relevant COSHH assessments for any hazardous substances they require fulfilling their duties.

Where fumes, dusts and gasses are present as part of the use of hazardous substances or as a by-product of the substance, suitable extract/forces air ventilation must be provided to dissipate the vapour/fumes and to maintain reasonable working conditions within the workplace.

Within the RAMs suitable and sufficient RPE, PPE and training must be provided for the operatives using the substance and must include all persons working adjacent to the works that could be affected by the use.

Exhaust of combustion engines such as Diesels must have particulate filtration fitted to the exhaust gasses or a suitable extraction system.

All COSHH assessments must be accompanied by a suitable manufacturers data sheet with appropriate measures as identified in the data sheet and must be read and signed by the workforce using the substance. A copy of the signed COSHH assessments must be held by the authorising person/ supervisor during the use of the substance.

All Substances must be stored and handled as advised in the manufacturer's guidance and where applicable lockable storage facilities must be provided which must include bunded trays for liquids to allow a minimum 110% containment.

8. All flammable materials and equipment will be assessed using a site-specific Fire Risk Assessment from the Site Safety and Environmental Documentation.

Suitable storage must be provided and identified on the site plan.

All suitable and sufficient arrangements need to be installed including suitable fire points and training for the operatives using the materials, where substances and materials will affect other activities in the area consideration must be made to communicate the arrangements with the site management team and other workers in the vicinity via the site supervision. Additional consideration must be made during periods of isolation and disconnection to the site fire systems.

9. Suitable temporary site lighting will be installed to cover access, egress, and emergency escape until such time as the permanent lighting is installed in the remaining areas. Specific task lighting is to be provided by sub-contractors and should also be detailed within their RAMS.
10. The generation of dust and the control measures will be assessed on a task specific basis. Suitable methods of dust suppression/extraction will be deployed to ensure a safe system of work and environment is maintained. Consideration of external third parties will form part of the assessment.
11. To ensure fire and ignition sources are controlled all hot work will be controlled by a BYES Permit for work in the construction areas. All hot work will require a fire watch. In the construction areas, BYES will provide and maintain temporary Fire points where extinguishers and alarm sounders can be used or activated. A weekly inspection plan will be implemented.
12. Clear segregation of pedestrian and vehicles will be implemented for routes to the work area, which are to be used and maintained. Safe pedestrian routes must be maintained as per the site set up plan (Appendix B) as a means of escape. Permanent barriers are to be erected to prevent unauthorised entry to working areas. Morning briefings will identify any daily changes in the pedestrian routes, and this will be communicated to the supervisors of the various trades.
13. Vehicle routes to be clearly identified on the site set up/Traffic Management plan. All vehicular movement must adhere to BYES's traffic regulations and client restrictions. Contractors' vehicles must be parked in the designated parking area for offloading before being removed from site, unless agreed by prior arrangement for special circumstances.

Where vehicles/mobile skips etc are to be manoeuvred through the site a banksman is to be present at all times. Delivery requirements to be confirmed at procurement stage. All operatives are to be informed during the site induction.

All plant/lifting equipment is to be fitted with an automatically engaged audible reversing alarm. All plant/lifting equipment shall be fitted with a serviceable flashing beacon that is to be used whenever transiting the site. When not in use all plant/equipment is to be left in a safe and secure condition. (When practical keys should be retained in a central location under strict control).

All persons operating plant/lifting equipment are to supply a copy of their current Training Certificates/Licences. All plant/lifting equipment being operated on site is to have a current Certificate of Thorough Examination of EC Conformity and LOLER certification must be in place. Daily plant inspections are to be completed before use and any defects are to be reported to line management.

The site speed limit is 5 mph and 20 mph on the adjoining road.

14. All deliveries will be instructed to report to BYES Site Management Team where they shall be directed to the BYes site compound area where materials/equipment will be safely stored or be taken in the required work areas. Wherever possible the lay-down / storage areas will be segregated from the main work areas.
- BYes shall ensure that compounds/storage areas should have a separate pedestrian access which is clearly identified; this includes access to offices and welfare facilities.
- Compounds and storage areas should provide enough space to allow for deliveries free and easy movement within. Where limitations on access is identified, designated loading areas will be designed with suitable measures taken to ensure safe passing areas and vehicle marshalling controls will be provided.
- Materials are to be stored in designated areas only.
15. BYes operates a 7 point PPE policy on site which includes hard hat complete with chin strap, suitable eye protection for the activity undertaken with a minimum standard LEP (Light Eye Protection ESN 166 f), hearing protection as required and will be provide onsite, high-vis (with arms covered (sleeves do not have to be high-vis), safety footwear, gloves (minimum cut level 3 unless specifically risk assessed out for specific tasks otherwise cut level 3 gloves must be worn on site). Where required task specific PPE will be highlighted in specific RAMS. Activity specific PPE will be highlighted and implemented.
16. Where noisy activities are identified BYes operating instruction BYES-CONT-HSE-G 6.11 will be implemented.
- Where applicable BYes shall establish mandatory hearing protection zones around the BYes construction site, dependant on site activities. These zones will be determined after BYes weekly recorded site noise monitoring is carried out by the site management team using 47 SSED138 General Site Noise Assessment.
- These noise assessments shall be kept as part of BYes site safety and environmental documentation set up. This is in addition to task specific noise assessments which shall be carried out by either BYes site management or BYes sub-contractor supervision using 59 SSED146 Task Specific Noise assessments. These task specific noise assessments shall be attached to the specific task RAMS.
- There is a residential area behind the site boundary and within proximity. Noise will be monitored whilst higher levels of noisy activities are taking place.
17. All plant and equipment used on site will be maintained in good order and records kept in the Site Safety and Environmental documentation. These records shall include Hire company hand over certificates; records of thorough inspections etc, where applicable daily pre use checks and weekly recorded inspections. BYes are to provide suitable plant with regular inspection and training of personnel for competence.

During the detailed design stage phase of the Project, the Design Team shall review and ensure that all plant and equipment installed to operate the Data Centre can be maintained in a safe manner upon completion and handover to Virtus.

18. BYes operates a hierarchy of control when working at height (BYES-CONT-HSE-G-6.16). Suitable risk assessments must be issued to the onsite BYES H&S Advisor prior to arrival on site and approval must be sought prior to the work being carried out. Stepladders are to be used only as a last resort and can only be used if a permit has been issued by the BYES AP.

Any working at Height (inc below ground) will have suitable and sufficient edge protection and any excavations will have suitable barriers to prevent others falling into the area of works.

19. Access to the construction site will be via Biosite Turnstiles, after an induction and registration with BYES Site Managers office and individual pass card provided.

20. All site tools/equipment/lighting will be battery powered or 110v via a transformer, temporary lighting will be by fluorescent or LED, until such times when the new lighting & power installations are available.

Points of electrical supply will be determined by a site survey and incorporated in the design for temporary power. BYes will be responsible for maintaining and reviewing requirements throughout the life cycle of the project and providing adequate identification.

All equipment, cables, splitters, and connectors are to have current PAT certification. Damaged or out of date equipment may be destroyed or quarantined and removed from site.

21. Lifting equipment, for one off lifts such as the installation of the containerised switch rooms, generators and chillers on the new external gantry, a contracted lift specialist lifting contractor will be engaged. They will provide lifting plans, risk assessments, method statement and specialist certified lifting equipment (crane age) and a competent trained person to control all aspects of the contracted lift, including the authorising person, lifting supervisor and crane operator. Due to close proximity of Network Rail boundary notification may be required 6 weeks prior to any lifting activities taking place.

All lifting equipment cranes and accessories will have current test certification, inspection, and maintenance records available for inspection prior to entering the site and reviewed by the BYES Site based Authorising person (AP). For any external Crane Lifts that exceed the height of the building, a permit from Heathrow Airport is required for each lift. Due to close proximity to the rail line notification may also be required.

22. For the offloading, movement and installation of materials and equipment using mechanical aid all control established within the risk assessment will be adhered to. will be adhered to. BYes is to provide suitable plant with regular inspection and training of personnel for competence.

Any materials required to be handled by site personnel must be suitably risk assessed using manual handling RA SSED11.

BYes provide in house manual handling training via the training department if required.

23. The new internal structure is to be compliant with design and controlled through inspection in conjunction with the quality plan. Load calculations will be required before loading out and materials will be distributed evenly to reduce deck loadings.

24. Confined spaces, works such as trenches will be risk assessed for being a confined space. Specific RAMS and Emergency procedures and systems will be in line with the requirements for the confined space regulations 1997 (as amended) and put in place to control the works within confined spaces, only competent, trained persons will work within these areas under a strict "Permit to Work" system. As part of assessing the works inclusive rescue plans will be created as part of the design and processes required. These rescue plans must consider and include breathing apparatus and 4 gas monitoring as necessary along with means of escape such as winches and 'top man' monitoring.

25. Temporary works include earthworks, structures, form work, scaffolding and equipment and plant foundations would need to be managed and adequately controlled. To appropriately manage temporary works BYes will ensure the provision of a documented design brief and of a competent appointed temporary works co-ordinator and supervisor.

Temporary works register shall be maintained by the BYes temporary works co-ordinator. Additional design for temporary works will be subject to prior agreement and consent by the appointed person.

26. Previous investigation has indicated an area of potential concern comprising a former backfilled pond in the east of the Site which recorded localised asbestos, hydrocarbon and metal contamination. Assessment and validation undertaken by WSP in 2010 indicated that residual levels of hydrocarbon contamination in soils were at levels suitable for a commercial/industrial end use. Asbestos impacted materials were considered suitable for placement beneath hard standing and the adoption of robust health and safety procedures advocated. Asbestos should not be present in the areas on site that require groundworks to be undertaken however the contractor is to be made aware of the above if at any point the presence of asbestos is detected ALL works must stop immediately and the Site Management and Safety Team notified.

a) Site security

The site consists of existing fencing (Chain link, Palisade & wooden) and additional hoarding will be in place at the entrance to the site and vehicle delivery area for additional security. There is a biosite system in place for access control and also security cameras will be installed for additional protection.

Information must be provided by the client including:

- Site boundaries
- Adjacent land usage
- Access and egress
- Measures to exclude unauthorised persons.

b) Traffic management – Refer to the Traffic Management Plan (Appendix P)

A traffic management plan is in place and communicated to all personnel working or visiting the site via the following methods:

- Distribution of the Construction Phase Plan
- Site Inductions
- Notice Boards

The traffic management is regularly reviewed, and updates communicated to all BYES employees and contractor via the black hat meetings, email, briefings.

The Project Management team will ensure adequate pedestrian and vehicle separation establish:

- Pedestrian-only areas from which vehicles are completely excluded.
- Safe designated pedestrian routes to work locations.
- Vehicle-only areas, especially where space is limited, or traffic is heavy
- Safe vehicle routes around the site
- When planning the works, Site Management Team to consider areas for site deliveries, loading and storage areas; communicate clearly and display information and ensure that everyone on site is aware of the locations of these areas.
- Public protection - Site Management Team to ensure that the Traffic to and from site does not affect the public.
- Information
- Site Management team to ensure adequate information is provided for all drivers and pedestrians entering the site of site transport hazards and relevant site rules, including the correct traffic routes to use.

All personnel using, driving, or controlling vehicles on site including powered MEWPS must have a current fit for work certificate indicating the competent party or organisation, the date of examination and the confirmation of the individual's ability to drive the appropriate machine or equipment in line with the SFPSC guidance and in line with Bouygues policy.

c) Environmental management – Refer to the Environmental Management Plan (Appendix S)

An Environmental Management plan is in place which will Consider the following.

- Control of noise, dust, spillages, and spillage control
- Boundaries and access to site
- Adjacent land use
- Existing storage of hazardous materials
- Location of existing services
- Ground conditions
- Existing structures – stability etc
- Asbestos hazards, including results of surveys.

- Contaminated land, including results of surveys.
- Hazardous materials present in existing structures.
- Health risks arising from client's activities.
- Waste Management - Recycling arrangements, storage, security, specialist and removal

The Grand Union canal is located adjacent to the north and east of the site beyond the railway line. A lake is present to the west of the site beyond the railway line. Frays River is located 2km to the west of the site. The site does not lie within a flood zone as currently defined by the EA.

d) Housekeeping and storage

All housekeeping will be co-ordinated across the site with agreement with the Bouygues Management, waste materials must be removed from site by the organisation/party creating the waste at the time of generating the materials/debris. Segregated waste bins/skips will be provided by the Management in a designated area and all areas must be kept clear of waste.

e) Work at Height

BYes operates a hierarchy of control when working at height (BYES-CONT-HSE-G-6.16). Suitable risk assessments must be issued to the onsite BYES H&S Advisor prior to arrival on site and approval must be sought prior to the work being carried out. Stepladders are to be used only as a last resort and only after completing the specific Risk Assessment (SSED110).

All high risk activities within the hierarchy of working at height will be recorded in the working at height plan with senior sign off for all high risk activities.

All plant and equipment used on site will be maintained in good order and records kept in the Site Safety and Environmental documentation. These records shall include Hire company hand over certificates, records of thorough inspections etc, where applicable daily pre use checks and weekly recorded inspections. BYes are to provide suitable plant with regular inspection and training of personnel for competence.

f) Work equipment

All plant and equipment used on site will be maintained in good order and records kept in the Site Safety and Environmental documentation. These records shall include Hire company hand over certificates, records of thorough inspections etc, where applicable daily pre use checks and weekly recorded inspections. BYes are to provide suitable plant with regular inspection and training of personnel for competence.

All site tools/equipment/lighting will be battery powered or 110v via a transformer, temporary lighting will be by fluorescent or LED, until such times when the new lighting & power installations are available.

Points of electrical supply will be determined by a site survey and incorporated in the design for temporary power. BYes will be responsible for maintaining and reviewing requirements throughout the life cycle of the project and providing adequate identification. All equipment, cables, splitters and connectors are to have current PAT certification. Damaged or out of date equipment may be destroyed or quarantined and removed from site.

g) Safe systems of work including permit to work

Permit to work systems will be used for all high-risk activities including but not limited to:

- Hot works
- Systems Isolations
- System Re-energisation
- Roof access
- Ground penetrations
- High pressure systems
- Ladders and steps (subject to Operational Directors approval)
- Confined spaces

Safe Systems of work will include the compilation, review, and monitoring of, but not limited to:

METHOD STATEMENTS

The sequence of installation will be indicated by the programme and by the drawings. Specific activities which present a potentially greater risk will require method statements to be prepared.

Method statements will be prepared for this specific contract for any hazardous or high-risk activity and issued where possible, for approval no later than 7 days prior to work commencing. The site manager is to keep a record on site of all method statements during the construction period.

Each Sub-Contractor will be required to submit appropriate documentation which includes site specific risk assessment and method statement (RAMS) which includes control measures required for elements of their work. RAMS must also consider coordination with other trades.

All Risk Assessment Method Statements will be reviewed by Bouygues, on review completion authorisation will be issued. Work must not start until all safety documents have been approved by the site team. The site manager is to keep a record on site of all method statements during.

RISK ASSESSMENTS and COSHH ASSESSMENTS

COSHH assessments & Safety Data Sheets for all hazardous materials that are to be used on this contract are to be attached when the risk assessment is issued for approval. All necessary precautions to prevent or control the risk will be taken and in line with the Control of Substances Hazardous to Health regulations 2002 and EH40 /2005 exposure limits. Guidance and support can be found in INDG 136

Risk assessments must be prepared in line with the statutory requirements identified in UK legislation and in line with the 5 steps to risk assessment identified in INDG 163 and all guidance including the Management regulations, CDM and to meet the requirements of the HSG 65 Model Specific contract to be issued for approval

where possible, no later than 7 days prior to work commencing. The site manager is to keep a record on site of all risk assessments during the construction period. All necessary precautions to prevent or control the risk will be taken.

Additional risk assessments will be produced and issued as and when necessary. If the design or method of work changes, an addendum can be made to the risk assessment which must be signed and dated by the operatives. Risk assessments must reflect the requirements of the corresponding regulations and guidance.

INSPECTION RECORDS

Examples of these are available upon request.

Details of specific approvals or inspection requirements not covered above but required as part of this contract are detailed below:

- Daily pre-start inspection of all plant and equipment
- Weekly recorded inspections of all plant and equipment
- Daily inspections of excavations/ weekly recorded.
- Daily inspections of all fixed scaffolding / weekly recorded.
- Daily inspections of all roads and access routes
- Weekly Health, Safety and Environmental report from all contractors
- Weekly toolbox talk – all contractors

REPORTING

BYes shall report all incidents, accidents, environmental incidents immediately to BYES management which will then be recorded via: NOC/Corby or SSED122 Accident Reporting form. BYES-CONT-HSE-P-3.7 Accident Incident management Accident/Incident Investigation is form to be used in the event of a RIDDOR reportable incident or HiPo.

BYes shall carry out site safety inspections, senior management tours and QSE site Audits.

h) Lifting Operations and lifting equipment

Lifting operations will be strictly controlled by the appointed lifting Person (AP) this includes the approval of all lifting plans, local lifts including Telehandlers and forklift trucks, the internal lifting appliances such as Block and tackle, MEWPs and personnel lifting devices in compliance with LOLER and PUWER

regulations. Other lifting devices such as pallet/pump trucks, Skates, Scoots and rollers are all considered to be lifting accessories and may be subject to thorough examination certification.

Note: All crane lifts **MUST** be contract lifts.

i) **PPE**

BYes operates a 7 point PPE policy which include hard hat complete with chin strap, suitable eye protection for the activity undertaken with a minimum standard LEP (Light Eye Protection ESN 166 1), hearing protection as required and will be provide on site, high-vis (with arms covered (sleeves do not have to be high-vis), safety footwear, gloves (minimum cut level 3 unless specifically risk assessed out for specific tasks otherwise cut level 3 gloves must be worn on site). Where required task specific PPE will be highlighted in specific RAMS. Activity specific PPE will be highlighted and implemented.

j) **Temporary works**

Temporary works include earthworks, structures, form work, scaffolding and equipment and plant foundations would need to be managed and adequately controlled. Temporary works will be managed by Appointed Temporary Works Co-Ordinator and Temporary Works Supervisors. The Temporary Works Co-Ordinator will maintain the TWC Register.

4.1 **Work involving particular risk**

This section provides the specific measures concerning work involving particular risk as per the categories listed below:

a) Lifting Generators, Condenser units, steel works, all lifts will be carried out via a contract lift, the lifting and

installation will be as per approved the Lift Plan and safe System of Work detailed by the Contractor, in their documentation.

The BYES Appointed Person for Lifting Operations will review the Lift Plans and any other supporting documentation associated with the lifts and will support the team with the planning of the works and ensure that all temporary works and checks are in place. If within the Railway and Airport Zone the relevant authorities will be notified.

- b) Electricity – LV, HV – BYES will have Appointed Persons for LV and HV, the exact details will be included in this plan when all the appointments are reviewed, approved and received by relevant parties. The BYES permit system will be in place for such activities.
- c) Working at height- all working at height will be as per approved RAMS and Safe Systems of Work for each contractor, BYEs Minimum Standards for hazard zone will be implemented, together with the tool/materials tether requirements.

- d) Any Excavation Work which puts workers at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site will be controlled by Following the safe system of work, permit processes and excavation plans will be in place and co-ordinated prior to works commencing

4.2 Information

This document will proactively be brought to the attention of all supply chain organisations and others and be readily available for information and use throughout the duration of this project.

The project manager or delegated person will provide direction to every supply chain organisation and issue the relevant parts of this construction phase plan and provide other information and instruction as is necessary before commencing works on site.

The activities of all supply chain organisations will be co-ordinated by Zoe Harmer Project Director throughout the construction phase.

The opinion and views of supply chain organisations will always be considered and be dealt with in accordance with the communication, consultation arrangements detailed in this construction phase plan.

All information regarding risks to the occupational health, safety and wellbeing of will be covered during site induction, plan of the week, plan of the day and all other site briefings.

Every site within the project will include a sufficient number of Notice board(s) and be suitably located.

Each site within the project will include a whiteboard or similar to communicate "this is what you told us and this is what we have done".

4.3 Communication and consultation

The entire workforce will be openly and proactively encouraged to communicate positive behaviours and highlight unacceptable behaviour.

The Project Manager will ensure that formal arrangements are established to enable open communication, consultation and engagement with workers whereby everyone feels a part of decision-making process.

Occupational health, safety, wellbeing and environment meetings will be chaired by a Senior leader of the Project Management team. It is imperative that we engage everyone that works for Bouygues Energies & Services to enable a injury free workplace and just culture. Designers and commercial representatives are all required to take part and have a active involvement.

The Project Manager will ensure that there is two-way communication on key occupational health, safety, wellbeing and environmental issues with objectives and targets evident. Occupational health, safety, wellbeing and environmental information will be collated and communicated via management reports and site briefings.

Typical agenda items will include:

- Feedback to all workers on occupational health, safety and wellbeing issues that impact on them for example; You said, we did
- Review of "BSAFE" examples where all persons on the project are empowered to identify and raise occupational health, safety and wellbeing issues.
- Review and feedback on unsafe acts and unsafe conditions.
- Review of potential problems and solutions before they arise, for example concerning buildability, coordination of activities and sequencing of work programme.

All meetings will include a walking tour to capture required actions and outwardly show visible leadership to the workforce.

All interested parties will be invited to attend the meeting. Action points of meetings will be recorded and monitored until completed. If necessary, amendments will be made to the Construction Phase Plan to include changes that are identified.

Plan of the day briefings (DABS) and Weekly Markup meetings will be held by the Project/Site Management team and supply chain organisations.

The Project Manager must ensure that a programme active and reactive toolbox talks are delivered, with records maintained for all persons who attend.

Every site within the project will include a sufficient number of Notice board(s) and be suitably located. The project must have a suitable number of whiteboards (or similar); the information contained on the whiteboards must include:

- You said, we did
- Daily / weekly information concerning significant site activities and any particular hazards. For example, lifting operations, deep excavations, Permit to Work activities
- Feedback to workers occupational health, safety, wellbeing and environmental issues that impact on them and their colleagues.

Details will be located on the occupational health, safety and environment information boards.

4.4 Competence

The Project Manager is accountable and must ensure that every person working on site can demonstrate the appropriate skills, knowledge and experience concerning the occupational health and safety risks and environmental impacts. This is inclusive of those persons with management and supervisory responsibilities.

The Project Manager is accountable for ensuring records are maintained concerning the provision of instruction and training along with information provided for awareness.

The Project Manager will ensure particular attention to works involving particular risks and specific site risks along with the legislative and other requirements of the project.

The site has a Training Matrix in place and is currently managed by the central training department.

Section 5 – Performance measurement and management

5.1 Active monitoring

The Project Manager is accountable for regularly monitoring, measuring, analysis and review of quality, occupational health, safety and environmental performance matters on site.

In line with the Bouygues Energies & Services active and risk based approach to performance measurement and management the project has defined a programme of assurance activities. The programme is complimented by those assurance activities managed by the QSE department.

Additionally, the Project Manager will ensure a process is implemented whereby ideas and suggestions can be put forward by all workers.

Daily Monitoring

Daily monitoring is carried out by all members of the site management team. Remedial action from this type of monitoring is usually instantaneous. Bsafes are completed and observations are recorded on the NOC system.

Weekly Auditing

Weekly monitoring is carried out by the site safety officers and the Client's safety representative.

Monthly Auditing

Project Management Leads complete safety audits monthly. Regional safety managers & Project Manager Directors carry out monthly Leadership audits. These audits are divided equally between the physical site and the safety management system. These monthly audits are scored. This enables comparison with pre-determined targets, peer comparisons and performance trend projections. The results of these audits are used as the basis for safety league tables, all the sites are compared according to set criteria and the results published in league table format and displayed on all sites. The audit report is distributed to the project director.

5.2 Corrective, preventative and improvement action

All necessary corrective, preventive and improvement actions must be recorded and monitored no less than monthly basis and escalated accordingly until completed and verified for close out purposes.

All necessary corrective, preventive and improvement actions that arise from incidents, inspection and/or testing, or from the review meeting, is carried out in a way that is appropriate to the magnitude of the problem and the risk encountered.

5.3 Monthly project reports

The Project Manager will submit a Monthly Project Report to the Director of QSE.

The Monthly Project Report will be reviewed and information contained within will be communicated to the Board and Senior Management team via the QSE department no less than bi-monthly.

5.4 Scheduled review

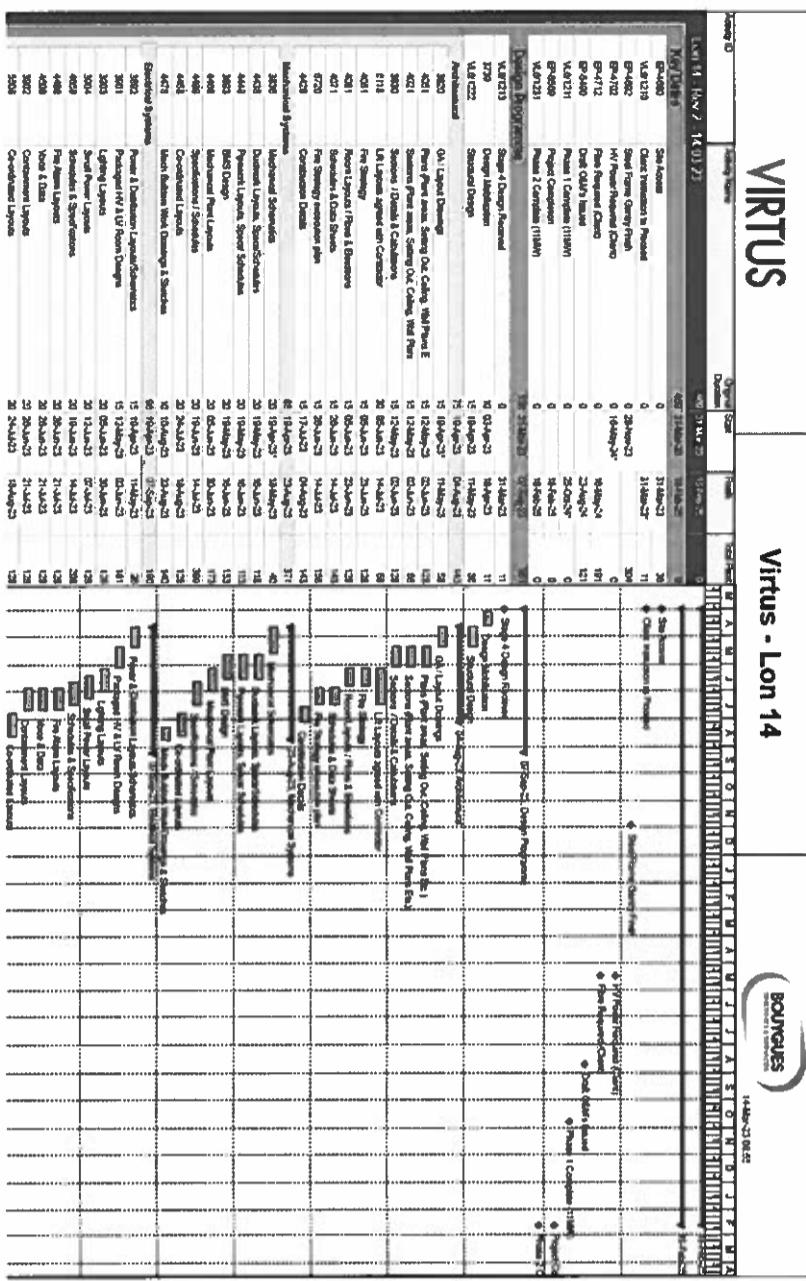
This Construction Phase Plan will be reviewed no less than monthly throughout the project as the circumstances and priorities change. During the monthly review, new risks may be identified and the existing controls evaluated for effectiveness. If required, additional controls will be implemented if existing controls are no longer considered to be appropriate or effective.

The construction phase plan will also be under constant review by the Project Team. If amended, the revised construction phase plan will be issued to all holders (Controlled copies only) with instructions to destroy previous copies.

Note: This construction phase plan is not intended to be used as a stand-alone document. Therefore any amendments to this construction phase plan or any other document concerning LONDON 14 project must be amended as is necessary.

Appendices

Appendix A - Project Design & Construction Tender Programme
 Appendices\Appendix A - Lon 14 Rev 2 - Full Programme - 14.03.23.pdf





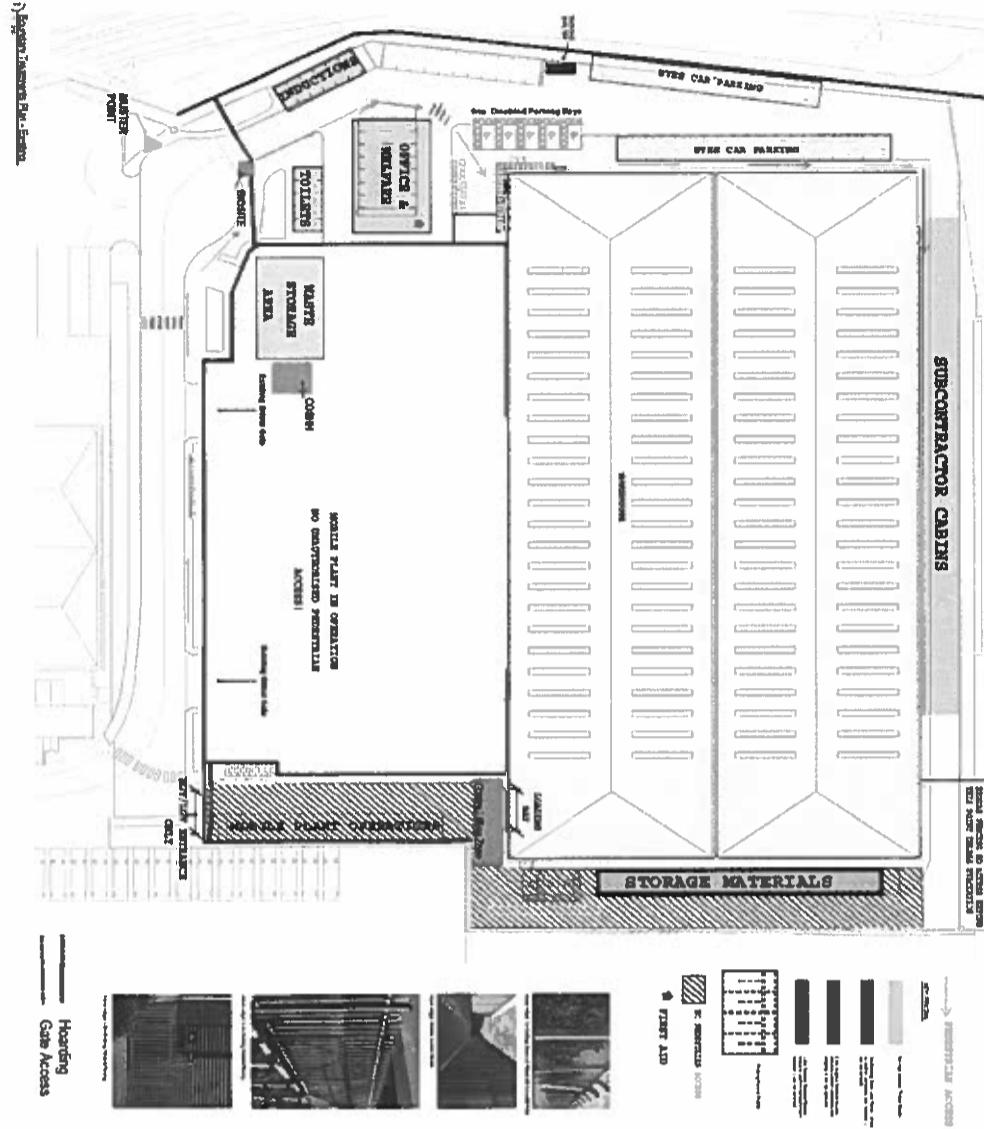
Bouygues Energies & Services UK

Construction Phase Plan

Construction Phase Plan

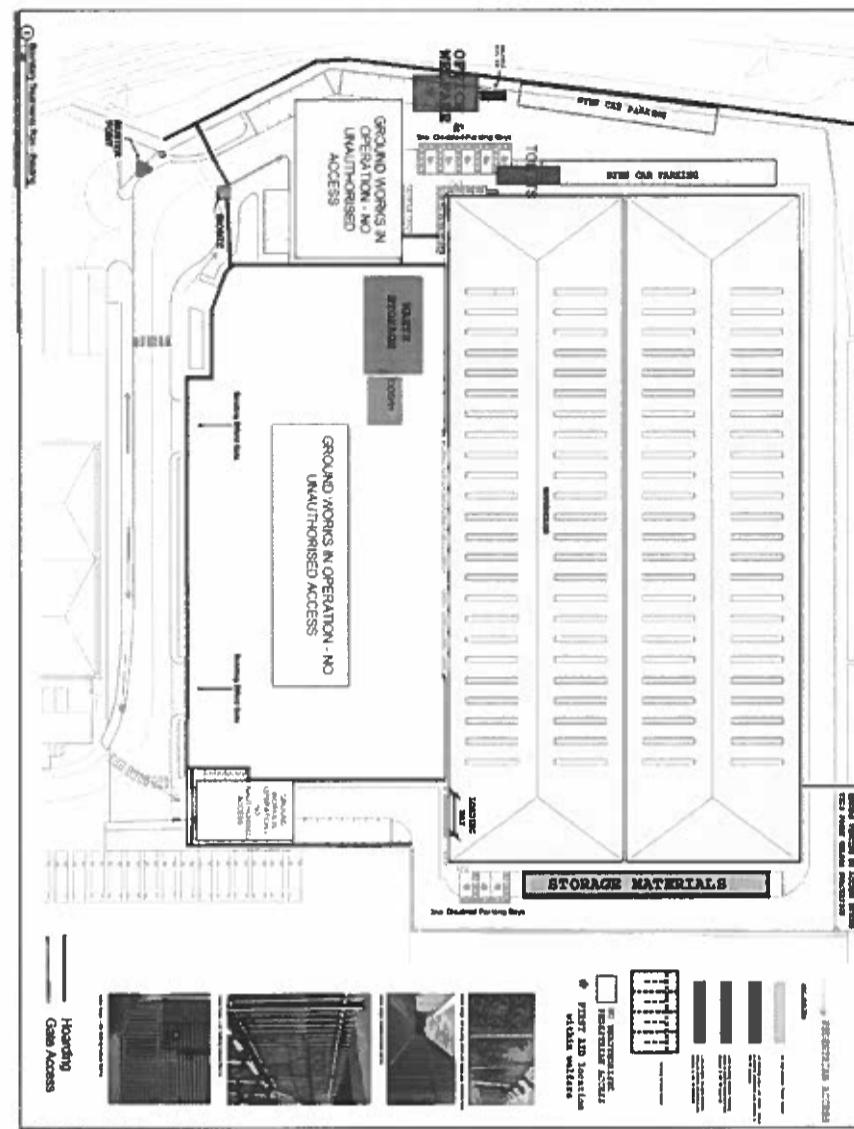
Appendix B - Site Setup including temporary Site set up

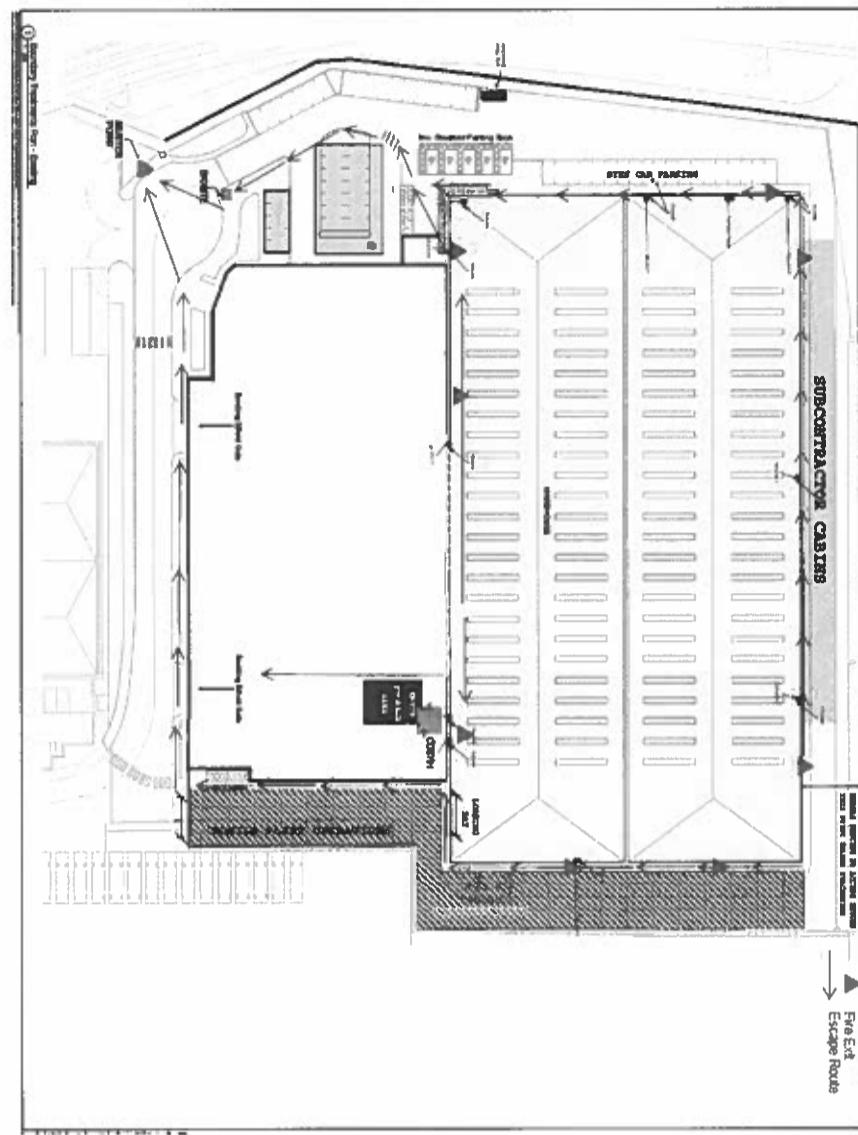
Appendices Appendix B - Site set up.



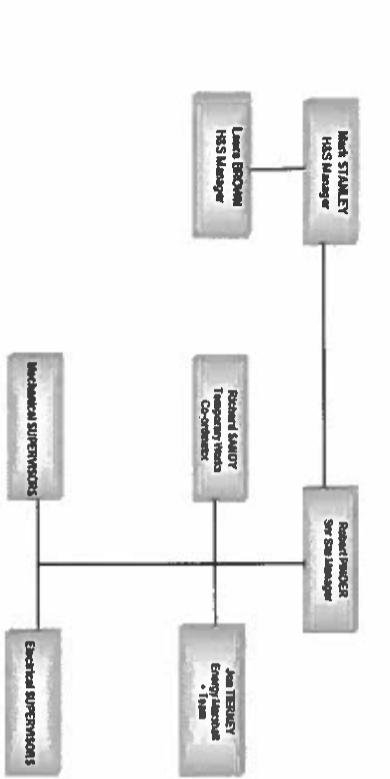
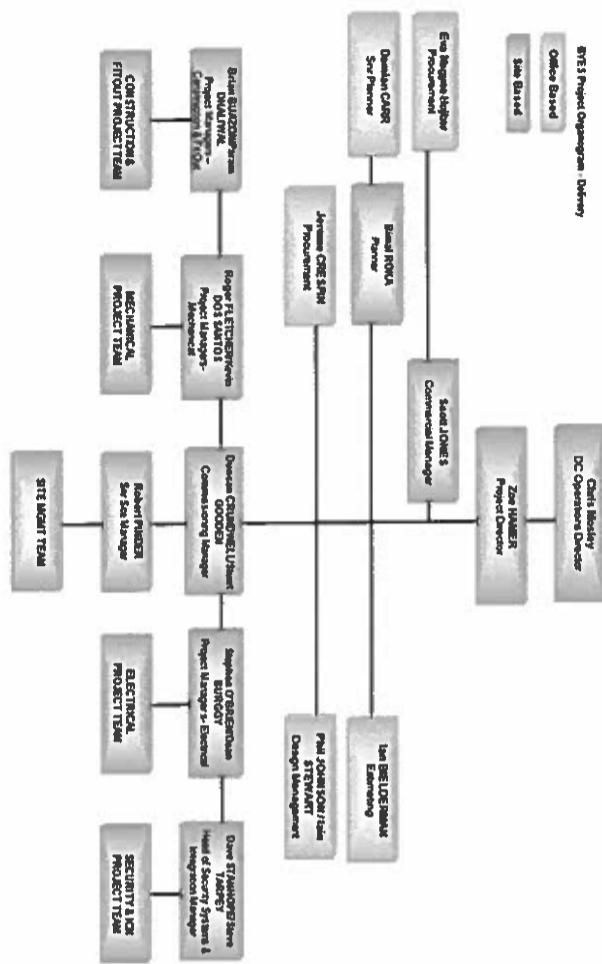
Temporary Site Set Up (Ground Works Phase)

Appendices Appendix B - IEMR Site set up ground works.pdf





Appendix D - Project Organogram
Appendices\Appendix D - Project Organogram.docx



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Bouygues Energies & Services UK

Appendix E - F10 Notification
Appendices\Appendix E - F10 notification.pdf



Notification of construction project

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/ ברכות מה ירמיהו כי מה צה

About the project

Address of the construction site	DCS PROLOGIS PARK, HEATHROW, STOCKLEY ROAD, WEST DRAYTON, ENGLAND, UB9 9EN
In which local authority is the site address?	Hillingdon
Description of project	Groundworks, Groundworks - Other, Mechanical and Electrical, M&E - Installation, Other, Not known, Utilities Work, Utilities Work
Description of the construction work	The LONDON4 project comprises the development of a new data centre facility in West Drayton. The site is currently known as DCS. The project will be a newly built warehouse style building to provide an IT power capacity of 22MW across 8,400m ² of data hall area across two levels.

About those involved in the project

About those involved in the project					
Name	Role	Tel. Number	Client		
Wells Data Centres / Simon Anderson	020 7489 1300				
simon.anderson@wellsdata.com					
Address					
20 BALDERTON STREET, LONDON ENGLAND, W1K 6TL					
Name	Role	Tel. Number	Client		
Spectra / Lee Taylor	Principal Designer	0161 926 8519			
lee.taylor@spectragroup.co.uk					
Address					
SPECTRA, PACIFIC COURT, PACIFIC ROAD, ALTRINCHAM, ENGLAND, WA14 5BQ					

Name _____
Bouygues Energies & Services / Chris Meesey

BYES-OHS-PRO-4202-F07(CON)

UNCONTROLLED IF PRINTED - INTERNAL USE

Bouygues Energies & Services
Accident Incident management



In order to comply with the following Acts of Parliament and Statutory Instruments (Regulations) Bouygues E&S has a requirement to report all fatalities, major injuries, dangerous occurrences and environmental incidents:

- Health and Safety at Work Act;
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations;
- National Insurance Act;
- Control of Pollution Act;
- The Environment Protection Act;
- The Gas Act;
- Gas Safety (Management) Regulations

In addition to the statutory requirements, incidents of a less serious nature are internally reported. (These are reports of lost time incidents, first aid accidents, restricted time injuries, near miss incidents, environmental incidents and equipment damage incidents). Effective reporting and investigation of such incidents will reduce the likelihood of more serious accidents.

All environmental incidents, road traffic incidents and first aid and above accidents will be recorded using the form SSED122. The HSE team will allocate each incident a reference number for internal tracking purposes. All SSED122 and corresponding documentation will be stored in the HSE folder on Swindon's server which can only be accessed by the HSE team.

The following four flowcharts illustrate the process to be followed for any incident to ensure its effective notification and prompt reporting and investigation. The managerial responsibilities are also shown.

- Incident/Accident reporting;
- Action/Follow up by Manager for HSE;
- Significant Incident Investigation Reports Escalation procedure;
- Accident / Incident report form process.

Categories of incidents for recording are given in Appendix 1.

The internal recording of incidents is shown in Appendix 2.

An accident investigation report (template) is in Appendix 3.

Our site address: LONDON 14 Prologis Park Hares West Drayton UB7 9FN	Emergency numbers for: Fire: 999 Ambulance: 999/101 Police: 999/101 Gas: 0800 111 999 Electric: 0843 770 5028 Water: 0843 636 6272
EMERGENCY ASSEMBLY POINT IS:	
Outside the main entrance	
Nearest casualty hospital:	
HILLINGDON HOSPITAL, FIELD HEATH ROAD, UXBRIDGE, UB9 3NN	
Telephone no. 999	
Site safety representative: Mark Stanley Laura Brown	Contact no. 07920 393 610 Contact no. 07710109121
Environmental Representative: Jerome Crespin	Contact no. 07772117753



Name of First Aider: Rob PINDER Available at: Site Office Contact no: 07772 117746
Name of First Aider: Richard Sandy Available at: Site Office Contact no: 07772 117606

Appendix H - Accident and Incident Response Procedure Guidelines (BYES-PER-PRO-801)

Appendices (Appendix H - Accident and Incident response process BYES-PER-PRO-801.pdf)



Bouygues Energies & Services UK
Accident & Incident Response Procedure

INCIDENT REPORTING PROCESS

1. Introduction

As a responsible employer Bouygues Energies & Services (BYES) recognise the importance of reporting all incidents, hazards, near misses and accidents. BYES needs to know about all incidents to understand how and why they occurred so that it can take action where necessary to prevent recurrence.

If an employee or one of our supply chain partners witness or are involved in a hazard, near miss or accident, it is their responsibility to report it without delay. We each have a moral and legal duty to report such events, to do the right thing, to take reasonable care of ourselves and all other persons who may be affected by what we do or see at work.

The purpose of this document is to define the incident reporting process. The scope of this process is BYES UK, including Contracting, Facilities Management, Transport and Local Government. The National Operations Centre (NOC) hotline service is available to all BYES employees and supply chain partners working in the UK and Ireland.

1.2. Reporting Line - National Operations Centre

All incidents must be reported via the hotline provided by the National Operations Centre (NOC) available 24 hours, 7 days a week, 365 days a year. The NOC is accessible on 0845 853 2020 (local rate).

The NOC hotline will be tasked to receive phone calls and log in the calls into the central Accidline database.

In case of personal injury accident, an incident report should be kept on site and the injured person must sign off the Accident book.

1.3. Communication of reports

All incidents reported are communicated via daily and weekly reports, a monthly and quarterly dashboards with trend analysis are available for each contract. The reports are available in the QSE SharePoint here. This information can be used for ongoing risk control and pre-task briefings.

2. Incident Reporting Protocols

The incident reporting process is triggered when an individual identifies a hazard, near miss or accident, as shown in Figure 1 (page 3). Hazards and near misses are showed in Figure 1 - left branch, and accident are showed in the right branch. The flowchart below maps the different steps of the incident reporting process. On the left side, it is identified who carries out the action.

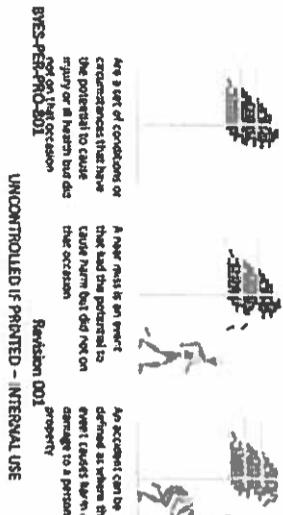
2.1. Hazard and Near Miss

What's the difference between a hazard, near miss and accident?

Hazard

Near Miss

Accident



Appendix I - LONDON 14 Site Waste Management Plan.xlsx

Appendix I - Waste Management Plan

Bouygues Energies & Services	
Site & waste management plan	
Client	LONDON 14
Contract	Design & Build of new data centre
Address	LONDON 14, Prologis Park, West Drayton, UB7 9BN
SVMP Distributor	Zoe HAMER
Site Waste Representative	Richard Sandy
Contract Start Date	01-Mar-23
Contract Finish Date	28-Feb-25
Project Cost	TBC

Project Description

Bouygues Energies & Services have been contracted with Virus Data Centres for the project LONDON 14.

The latest prospectus for Virus is a Turnkey Design & Build of the New Virus Tier 3 Data Centre at London 14, located at Prologis Park, Heathrow, Stocking Road, West Drayton, UB7 9BN.

The fit out applies to a two storey Data Centre within an existing shell and core warehouse construction centre, with office and plant spaces provided internally over 2 levels. It will involve the construction of an external steelwork plant gantry, external civil works, and internal fit out to form Data Halls (two) and Plant rooms, external plant rooms, MEP services, plant and infrastructure and office fit out to be-spoke requirements.

When fully complete the proposed data centre design will comprise 8,400m² of Data Hall comprising 3 Data Halls on the ground floor and 3 Data Halls on the first floor. In addition to this, there are the associated internal and external plant rooms together with some office/administration spaces.

The office areas are already fitted out however these will be modified to suit Virus' bespoke requirements.

There will also be an external gantry for power and cooling plant.

The data centre will be designed to achieve 22MW when fully fitted out with each floor 11MW.

Document	Revision No.	Issue Date	Issued By	Position	Works Stage

Declaration

The client and BYes will take all reasonable steps to ensure that all waste from site is dealt with under the waste duty legislation. Materials will be handled efficiently and waste managed appropriately.

	Name	Signature	Position	Date
For Client				
For BYes	Zoe Hamer		Project Director	09/04/2023

Health, Safety & Environmental Induction

Appendix J - Site Induction Document
Appendices\Appendix J - BYES Induction - LONDON 14 V1.pptx



Virtus LONDON 14 Emergency Action Plan

Facility address: Prologis Park

Hayes
West Drayton
UB7 9FN

Emergency personnel names and phone numbers

Designated responsible Official

Chris Mosley: 07772 117702

Zoe Hamer: 07772 117737

Emergency Coordinator

Zoe Hamer: 07772 117737

Bob Pinder: 07772 117746

Emergency Assistants

Bob Pinder: 07772 117746

Richard Sandy: 07772 117686

Designated First Aiders

Bob Pinder: 07772 117746

Richard Sandy: 07772 117686

Designated Fire Marshalls

Bob Pinder: 07772 117746

Richard Sandy: 07772 117686

Health & Safety

Laura Brown 07710109121

Mark Stanley: 07920 393610



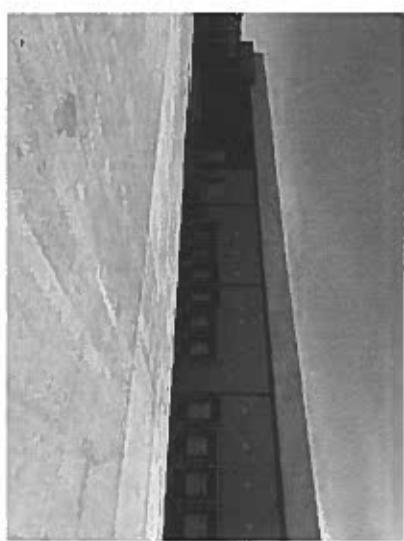
CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2015

PRE-CONSTRUCTION INFORMATION

FOR

Virtus Data Centres

**London 14
(Tender Stage)**



AT

**DC6 Prologis Park Heathrow
Stockley Road
West Drayton
UB7 9BN**

Distribution		
Client	<input checked="" type="checkbox"/>	Mechanical Contractor
Architect	<input type="checkbox"/>	Electrical Contractor
Employers Agent	<input checked="" type="checkbox"/>	Structural Consultant



The Institute of Fire Safety
Managers
I-F-S-M

Tier 2
Competent Fire Risk Assessor (CFRAR)
2023

Assessing Company:
London City Fire UK Ltd
Unit 2 Michael Manley Ind Estate
London - SW6 4TU
T: 0207 498 6666
E: admin@londoncityfire.com
Document Updated: March 2023



Bouygues Energies & Services UK
Construction Phase Plan

Appendix N - Contractors allocated to the project (TBC)

Appendix O - Project Risk Register
Appendices\Appendix O - Project Risk Register Virtus Lon14.xls

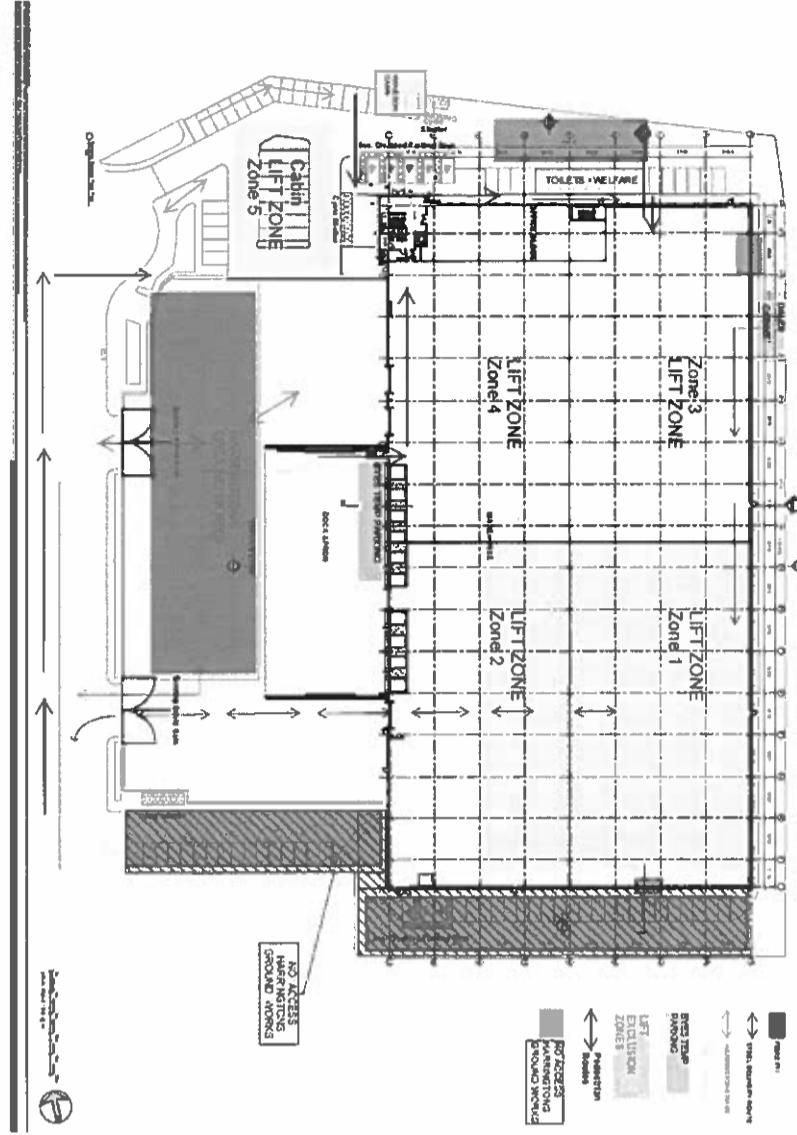
Bouygues Energies & Services

Risk Register & Opportunity Schedule										
Risk/Opportunity Owner:	Client:		Virus:		Ref:		Comments:			
	As-Is Briefing	Opportunities	Virtual	Virtual	Report No.:	0	00000000	As-At:	Opportunities	
Owner:	Opportunities	Virtual	Virtual	Virtual	Report No.:	0	00000000	As-At:	Opportunities	
Category:	Opportunities	Virtual	Virtual	Virtual	Report No.:	0	00000000	As-At:	Opportunities	
Key:	Opportunities	Virtual	Virtual	Virtual	Report No.:	0	00000000	As-At:	Opportunities	
1.0	Design & associated documents are not aligned in time with project time lines	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.1	Design	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.2	Strategic Decisions not activated	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.3	Impact of poor coordination of services and delivery with other	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.4	Impact of changes by the Client and Peer	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.5	late issue and sign off of Tech Specs	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.6	Local partners decisions	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.7	Wrong with existing building - as is	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.8	Site Under go's redesign	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
1.9	Space requirements not sufficient for services	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
2.0	Design changes	Design	Design	Design	Report No.:	0	00000000	As-At:	Opportunities	
2.1	Cost	Cost	Cost	Cost	Report No.:	0	00000000	As-At:	Opportunities	

Construction Phase Plan

Appendix F – Financial Management Plan

Appendices\Appendix P - 21 079-SGP-XXX-00-DR-A-200116-C01-Existing Ground Floor Plan Traffic plan cabin prep July 2023.pdf

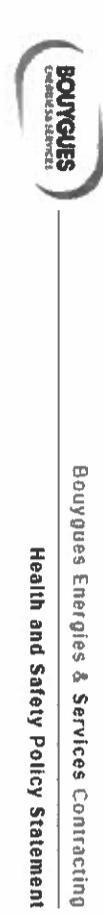




Bouygues Energies & Services UK

Construction Phase Plan

Appendix Q - Business Continuity Plan (TBC)



Bouygues Energies & Services Contracting
Health and Safety Policy Statement

Health and Safety Policy Statement

Statement of Intent
Bouygues Energies & Services Contracting Board of Directors are fully committed to ensuring the health and safety of all employees and people affected by business activities. It is the business's belief and commitment to demonstrate that all decisions have a clear balance in terms of legal compliance, the respect and care for people as well as the growth of the business. The business has developed a number of approaches and tools to achieve this commitment and they are structured around the framework of ISO 45001, ISO 9001, ISO 14001 and ISO 50001.

Health & Safety Vision – Our vision is a culture where everybody contributes to the Health, Safety and Wellbeing of each other

Health and Safety Key Principles

These key principles are intended to underpin the vision and strategy of the business, to reinforce the required levels of Leadership which will support and develop a positive Health and Safety culture.

- Strong and Active Leadership:
 - Visible, active commitment from the Executive Committees.
 - Establishing effective "downward" communication systems and management structures.
 - Integration of good health and safety management with business decisions.
- Effective Worker Engagement:
 - Engaging employees and supply chain in the promotion and achievement of safe and healthy conditions.
 - Ensuring employees have access to suitable occupational health, safety and wellbeing support.
 - Providing high quality training which will define and develop required competencies.
- Assessment and Review:
 - Implementing the required management systems to ensure we identify, manage and control health and safety risks in the workplace through all stages of construction.
 - Defining the key performance indicators for the business and ensuring they form part of management reviews and decision making.
 - Evaluating the effectiveness and consistency of the management system through robust internal auditing, reviewing and acting upon the results.

Legal Compliance – Comply with all applicable legislative standards, company requirements and contractual obligations. Top-down 'Leadership' - Bouygues Energies & Services Contracting Board of Directors are responsible for establishing the overall Health & Safety Strategy and Policy and for leading their businesses by ensuring they commit fully to the Health & Safety Strategy.

Continuous Improvement - Bouygues Energies & Services Contracting Board of Directors will actively and continually monitor the development and implementation of the Policy and procedures. Actions will be taken to both encourage demonstrable commitment and leadership and where required, to act upon any less than acceptable standards or situations. Annual Corporate Health & Safety Action Plans will be developed, approved by the Board and committed to for demonstrative alignment with the corporate vision and behaviours to drive continual improvement.

How - The above requirements will be fully integrated into all areas of Bouygues Energies & Services Contracting and everyone is to actively cooperate, communicate, contribute and achieve the standards set out in this statement and the Policy document. Measurement and reporting will be undertaken throughout the business at all levels.


Steven Web
Chief Executive Officer
Bouygues Energies & Services Contracting



Bouygues Energies & Services UK

Construction Phase Plan

Appendix S – Environmental Management Plan (TBC)

Appendices\Appendix S - LON 14 Project Environmental & Energy Management Plan.docx



**Bouygues Energies & Services Contracting
Quality Policy 2007-2022 v2.0 Contracting (002)**

QUALITY POLICY

The world is changing fast and our clients are always seeking better, more efficient and innovative services, solutions and products. We need adaptability and agility to enable us to continue to be a force of progress.

We are committed to ensure our services, solutions and products positively enhance our customers and the communities we work in. We must be in a position to offer added value, incorporating digital technology and innovation as well as the highest level of professionalism.

We commit to making our client's lives easier, ensure our stakeholders have trust in our quality and delivery and that Bouygues Energies & Services is a rewarding and innovative place to work.

It is our ambition to become an international benchmark company in the flourishing energies and services markets.

To reach this ambition, these are the top 4 priorities:

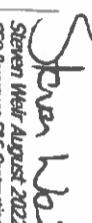


All employees commit to deliver their daily activities meeting our quality standards, never compromising our core commitments and understanding and playing their part towards the success of our vision. Strong relationships with our supply chain partners are fundamental to our sustained success. Our supply chain partner foundations are built through the pooling of expertise and shared vision and values.

Our teams use collaborative software tools for the 3D design, coordination and clash detection of facilities including producing a BIM federated model amalgamating all disciplines models into one within a "Common Data Environment".

We strive for the highest compliance and ethical standards, aligning to industry best practice standards including ISO 9001.

"We commit to provide the resource and determination required to meet our vision"


Steven Web
August 2022
CEO Bouygues E&S Contracting

such as at a construction site or on roadside) and the environment in which the workplace is situated (e.g. where we are at a client's premises the testing may be required 'off-site' at a Company premises).

Where off-site workplace random testing is applied, the Bouygues management representative at the workplace will have the formal agreement of the Managing Director (or their designated representative, typically the Human Resources Director and/or HSQE Director).

Random testing will be undertaken at workplace locations typically as a percentage of those employed and not as a totality (unless otherwise determined by the management representative at the workplace location).

Employees may be randomly selected and tested at each of the Company's premises (see above for further guidance). The process will not discriminate against any persons or job functions; this is to ensure fairness within this policy and give a clear message that the misuse of alcohol and drugs cannot be tolerated by the Company. However the nature of some tasks and the risk applied may have a deciding factor over the area in which the random testing will be applied.

6.4 Help and Support

If an employee's performance is affected through a dependency to alcohol and/or drugs or when they are being supported by the Company for an alcohol and/or drug dependency they will be required to undergo mandatory testing.

6.5 Refusal

Refusal to submit to testing is a contravention of this policy. Should an employee refuse to consent/comply with the testing process or provide a sample for testing they will be suspended immediately on full pay, pending the outcome of a disciplinary investigation. The Company reserves the right to treat a refusal to consent/comply with the testing process or provide a sample for testing the same as a positive result.

A refusal by an employee who is not directly employed by the Company to consent/comply with the testing process or provide a sample for testing will result in that individual's employer being notified and the individual being removed from Company premises.

The following behaviours constitute a refusal:

- a) Refusal to appear for testing,
- b) Failure to remain at the testing site until the testing process is complete,
- c) Failure to provide a breath or urine specimen,
- d) Refusal to sign the testing paperwork,
- e) Failure to take a second test as directed,
- f) Otherwise failing to cooperate in the testing process,
- g) Perform any actions which prevent the completion of the test,
- h) A test result reported by the independent testing company as a verified adulterated or substituted test,
- i) Inability to provide sufficient quantities of breath or urine to be tested without a valid medical explanation,
- j) Failure to undergo a medical examination or evaluation when directed,
- k) Tampering with, attempting to adulterate, substitution or substitution of the specimen, or inadherence with the collection procedure in any way,
- l) Leaving the scene of an accident without a valid reason before the tests has been conducted,
- m) Attempting to coerce or influence an appointed tester.

7.0 Employee Support Measures

The Company will ensure that advice and specialist support is made available to any employee who feels they may have or are developing a dependency relating to alcohol and/or drugs and who seeks our help.

For those employees who are not directly employed by the Company and who seek our help, they will be referred to their own employer.

Modern Slavery Act 2015: Anti-slavery and Human Trafficking Policy

Policy statement

- 1.1. Modern slavery is a crime [often an organised crime] and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain. Modern slavery is often hidden.
- 1.2. The Group subscribes to the Bouygues SA Code of Ethics, which is personally supported by Martin Bouygues. This requires employees to comply with the principles of the United Nations Universal Declarations of Human Rights, the fundamental conventions of the International Labour Organisation, in particular, concerning forced child labour and the principles of the United Nations Global Compact.
- 1.3. We aim to have a zero-tolerance approach to modern slavery and we are committed to acting ethically and with integrity in all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.
- 1.4. This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, consultants, sub-contractors and suppliers.
- 1.5. Everyone to whom this policy applies should be clear that accepting bribes or inducements to recruit or favour workers, or to commit any form of physical or mental worker mistreatment, coercion, bullying or harassment is strictly prohibited both by law and as a matter of company policy.
- 1.6. The cost of recruitment is a business cost and the Group will not allow any job finding fees to be paid by job applicants.
- 1.7. We are also committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chains, consistent with our disclosure obligations under the Modern Slavery Act 2015. We expect the same high standards from all of our contractors, suppliers and other business partners. As part of our contracting processes, we seek to include, where reasonably practicable, specific prohibitions against the use of modern slavery by our contractors, suppliers and other business partners and also terms that require transparency from them in respect of their own approach to tackling modern slavery throughout their businesses and supply chains. We expect that our suppliers will hold their own suppliers to the same high standards and where they do not that they face appropriate sanctions.

Appendix W - Bouygues PC Letter of Appointment
Appendices\Appendix W - Bouygues PC Appointment Letter Signed.pdf

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to assess the following 12 items required by Standard 12 of the Construction Design and Management (CDM) Regulations 2015 (see Diagram 1).

On 19th April I sent you my first project and request that you return the draft of Project DA
Contract including those specified in Regulations 12, 13 and 14 of the Regulations after they
have been checked by your department. The project should be submitted to you by 1st May.
After you have checked the project, the project should be submitted to you by 1st May.
In accordance with your project, you will send the finalised Contract and then a concession
to the clients, a letter and formally request them in writing to demonstrate you are no longer
the fiscal contractor.

1. *Stages of Development of the Child* (1922) (1922)

VIRTUS



S P E C T R A™

John Hughes
Virtus Data Centres
20 Battersea Street
London
W1K 6TL

19th April 2023

Re: Construction Plan Receipt Letter under CDM 2015 – London 14

Spectra, on behalf of Virtus, have recently been appointed as Principal Designer (PD) for the above scheme.

In accordance with Regulation 4 of the Construction (Design and Management) Regulations 2015 the Client must ensure that a Construction Phase Plan is drawn up by the Contractor before work commences on site.

We can confirm that the Principal Contractor Bouygues Energies and Services Contracting UK Ltd has drawn up a suitable Construction Phase Plan for the project.

Should you require any further information on the above, please do not hesitate to contact me.

Yours Sincerely



Lee Taylor
Spectra
Principal Designer

CC – Principal Contractor

S P E C T R A™



Spectra, Pacific Court, Pacific Road, Altrincham, Cheshire WA14 5BU
Spectra Group of Companies registered in England
The Safety Group Limited (a Spectra Safety Ltd Reg No 04171223
Spectra HQ Limited Reg No 07854678
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REVIEW

Reviewed by:	Action taken:	Date:	Signature
L.Brown	First Draft	20/03/2023	L.Brown
L.Brown / Z.Hamer	First Review	06/04/2023	L.Brown
L.Brown	Insertion PC/PD appointment	21/04/2023	L.Brown
L.Brown	Traffic management plan storage locations, yard works, entrances	06/06/2023	L.Brown
L.Brown	Fire plan route change new access main entrance	28/06/2023	L.Brown
L.Brown	Appendices P – Temp traffic management July due to lifting activities	07/07/2023	L.Brown

END

