



WPP ref: SWPP001
TBS Issue: Issue 1
Date: 26/01/17

This is document reference: NR/L2/OHS/0044/F03 issue 2

Task Briefing Sheet

TBS002
Brickwork & Masonry Repairs
RA2490
Loughor Sea Defences
SWM2

Prepared by:

..... (Print Name) (Signature)

Agent

..... (Job Title) (Contact Number)

..... (Date Prepared)

Approved by:

..... (Print Name) (Signature)

Contracts Manager

..... (Job Title) (Contact Number)

..... (Date Approved)



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PART A

Task Title: Brickwork & Masonry Repairs **TBS Ref:** TBS002

1. Introduction

- Dyer and Butler
- Brick work & Masonry Repairs
- TBS TO BE REVIEWED 20/08/2024 -

2. Brief Description & Management of Task

IMPORTANT CORONAVIRUS INFORMATION

ONCE ALL PERSONS HAVE ARRIVED AT SITE, THE SITE SUPERVISOR IS TO CHECK THE HEALTH AND WELL BEING OF ALL THE PERSONNEL ON SITE AND IN ACCORDANCE WITH THE SOCIAL DISTANCING REVIEW DOCUMENT WHICH WILL ALSO FORM PART OF THE SITE BRIEFING CARRIED OUT BY THE COSS/SUPERVISOR. ANY PERSONS FOUND TO BE SHOWING SYMPTOMS OF CORONAVIRUS I.E COUGHS, FEVER, SORE THROAT, SICKNESS, OR GENERALLY FEELING UNWELL, THEN THEY ARE TO RETURN HOME IMMEDIATELY IN THE SAME VEHICLE THEY ARRIVED TO SITE IN AND FOLLOW THE GOVERNMENT GUIDELINES FOR CORONAVIRUS SELF ISOLATING ETC.

IF ANY PERSON/S HAVE TO RETURN HOME THROUGH ANY OF THE ABOVE SYMPTOMS, THEN WORKS ARE TO STOP AND THE ON CALL SITE AGENT CONTACTED SO THAT THE PLANNED WORKS CAN BE REVIEWED ACCORDINGLY.

DURING THE WORKS THE SUPERVISOR IS TO MONITOR ALL WORKS TO ENSURE THAT THE 2M SOCIAL DISTANCING IS BEING ACHIEVED AT ALL TIMES. THE ONLY EXCEPTIONS WILL BE WHEN HAND TROLLEYS ARE BEING USED TO TRANSPORT PLANT AND MATERIALS TO THE SITE OF WORK OR WHEN CARRYING. DURING EQUIPMENT THAT REQUIRES TWO MAN CARRIES THESE ACTIVITY ADDITIONAL MEASURES WILL BE PUT IN PLACE, WHICH WILL INCLUDE THE USE OF RUBBER GLOVE (CUT 5) AND THE USE OF THE ALLOCATED SUNDSTROM SR100 MASKS. IN ADDITION, PAPER DISPOSABLE SUITS CAN BE USED WHERE AVAILABLE, WHICH MUST BE PLACED INTO A BIN LINER AFTER USE AND SEALED AND THEN PLACED INTO A QUARANTINED AREA AT HIRWAUN YARD. (SUITABLE OVER PPE, WET WEATHERS, CAN BE USED IF PAPER SUITS ARE NOT AVAILABLE),

PLEASE REMEMBER TO FOLLOW THE WELFARE PROTOCOLS WITHIN THE SOCIAL DISTANCING REVIEW, AND TO ENSURE THAT ALL VEHICLES ARE KEPT AS CLEAN AS POSSIBLE AND THAT ALL PERSONS WASH THE HAND ON A REGULAR BASIS, ESPECIALLY BEFORE EATING, OR DRINKING.

- *All operatives are to receive a task briefing from the site Supervisors prior to the works starting and all site team are to sign declaration attached to task brief to confirm their understanding of the task.*

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- Works will be carried out under separated site of work.
- The areas for repair will be identified by the PiC using the coping document as reference and records.
- Once the areas have been marked up they will be cut back to a sound surface using a grinder or handtools.
- The masons will ensure that the mortar is packed well into the joint and finished to match the existing.
- For areas of loose or missing masonry again the mason will ensure the area is cleaned back to a sound surface.
- Materials will be sourced to match the existing.
- The mason will then lay a mortar bed place the stone/brick in place then ensure that the joints are well packed and finished to match the existing.
- The PIC will ensure that all walkways are safe and clear and all plant and materials are stored a safe distance from any open lines.

PLEASE NOTE: ALL PLANT & MATERIALS WILL BE LOWERED DOWN TO THE SEASIDE OF THE WALL TO MITIGATE THE RISK OF CONTAMINATING THE BEACHFRONT.

3. Handover Arrangements

No handovers are envisaged within these works.

4. Control of Site & Activity Risks

Risk	How will this risk be controlled?
Working high street environment.	At least one team member to have street works competency. Orange pedestrian barriers will be used to segregate pedestrians from the works. Men at work signs to be installed during the duration of the works. Walking routes are to be left clear for passing pedestrians.
General use of plant.	All plant to be checked prior to use, certified fit for use, adequate for the task with all operators trained and certified to use the plant. All plant to be registered on plant register CM-FM 25
Flying particles during the breaking out process process.	Operatives to wear safety goggle and safety glasses with exclusion zones set up where required. Approved FFP3 dust mask to be worn by all persons working inside the exclusion zone.
Noise	Adequate ear protection must be worn whilst using powered tools.
Havs	Use of low vibration tools were possible, HAV Risk Assessment to be carried out. Havs level not to exceed more than 80 points max per daily limit. Use of Reactec system to be implemented. If reactec system fails then SE-FM- 36 is to be used to record HAVS points used in conjunction with SE-FM-08 which has all planned trigger times for all plant being used. BOSCH Breaker – 14.5 M/S TASK



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Working at heights	All works will be carried out on a 1.2 working platform podium, a ground a check must be made before placing the podium to determine wether the ground conditions are suitable for the podium.
• Please see attached site specific RISK ASSESMENT for full list.	
5. Resources	
• People: SSSTS Supervisor/PIC, Site Warden, skilled op • Specialist – FFP3 dust mask • Machines: N/A • Materials: sand,cement, rapid set • Tools: Breaker, <i>hand tools</i>	

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6. Site details relevant to Task	
a. Location	Loughor Bridge, A484
b. Safest Access & Egress Point	Loughor Bridge, A484, Llanelli Rural, Carmarthenshire, Wales, SA14 9AZ SS 55274 98260 to SS 56574 97841 Access What3words: inversely.lecturers.drummers
c. Our Workforce Protection Arrangements	Works will be carried out high street environment. Orange pedestrian barriers will be used to segregate works from others.
d. Safeguarding Others from our work	As above
e. Permit/s	N/A
f. Plant and machinery Movements	No Plant or Machinery movements are envisaged within these works.
g. Communication	Communications will be carried out Via Mobile Phone, Phone signal within the area was checked during the site visit and proved to be okay, this should be checked each day by the Site supervisor. If signal fails, then back to back radios are to be used.
h. Emergency Arrangements	- The site first aider will be identified by the supervisor during the start of shift briefing. - In event an emergency direct emergency services to postcode: SA14 9AZ - Nearest A+E: Morriston Hospital Address: Heol Maes Eglwys, Morriston, Cwmrhydyceirw, Swansea SA6 6NL Contact Number: 01792 702222 - REMEMBER PHONE 999 in and emergency.
i. Welfare	Due to the nature of the works and the short timescale, a welfare Van will be provided in accordance with the requirements of: the Workplace (Health, Safety and Welfare) Regulations 1992, Network Rail standards (e.g. NR/L3/INI/CP0036)

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7. Changes to the Task Briefing Sheet	
a. Record of Change Record here any changes that need to be made to this briefing sheet. State which section/s in the box on the right. If any of the details in this briefing sheet do not match circumstances on site, record the differences and what change/s will need to be made. Seek authorisation before implementing change/s.	.
b. Change authorised by:	Write here the name of the responsible person that has authorised the change/s. _____ Authorisation reference: _____

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PART B

Principal Contractor: Dyer and Butler

Responsible Contractor(s):

<u>Task Briefing Record</u> Brickwork & Masonry Repairs

Briefers declaration:

The briefer confirms they are satisfied with the TBS and the information is correct. Suitable risk controls are in place as detailed in the TBS. I have confirmed the workgroup understands the briefing before any work is carried out.

Briefing given by: Mark Jones

Name	Sentinel Number / Site Pass Number	Position	Signature
Mark Jones	1017441	Pic	

By signing below I confirm that I have received and understood the briefing for this task. If the TBS briefing does not cover your activity, risks, or the controls are not in place as described in the TBS, do not sign this sheet and report it to the briefer immediately and submit a close call.

Print Name	Sentinel Number / Site Pass Number	Signature	Date & Time
William parry	1076111		13/1/22 0730
Danial Carcas	657102		13/1/22 0730
Craig Griffiths	617746		13/1/22 0730
Jake Price	1279022		13/1/22 0730
Danial Carcas	657102		14/1/22 0730
Jake Price	1279022		14/1/22 0730
Craig Griffiths	617746		14/1/22 0730
Mark Jones	1017441		14/1/22 0730
Mark Jones	1017441		18/1/22 0730



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Print Name	Sentinel Number / Site Pass Number	Signature	Date & Time
Jake Price	1279022	M Jones	18/1/22 0730
Craig Griffiths	617746	M Jones	18/1/22 0730

Date: 26/01/17

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