



WPP ref: STWPP8

TBS Issue: Issue 1

Date: 17/07/25

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

Task Briefing Sheet.

TBS001

Carry out Drone Survey to locate missing Rivet / Bolt

RA-2501 – A_WAL_MGR

ST. JULIANS RIVER BR. - 8 spans

HNL1 40m.1056yds

Prepared by:

Mike Jones

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

Steelwork Site Manager.

07769691460

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

27/06/25

..... (Date Prepared)

Approved by:

Jason Davies

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

Site Agent.

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

17/07/25

..... (Date Approved)



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PART A

Task Title: Carry out a drone survey to locate missing HSFG Bolt

1. Introduction

M Group Rail.
Carry out Drone Survey.

2. Brief Description & Management of Task

Work/Task Description and Location.

M Group have been issued a 28-day remit through our minor works department to carry out a drone survey for a Missing bolt to rail bearer connection, replace missing bolt and explore potential to replace bolts that have become sheared at failed connection. Investigate surrounding rail bearer connections for further signs of failure and replace bolted connections as appropriate. Location: 5th (from LM) Cross Girder/ Rail Bearer Connection Within Span 5. Consideration to drone survey to obtain information due to access issues previously.

Inductions and Briefings.

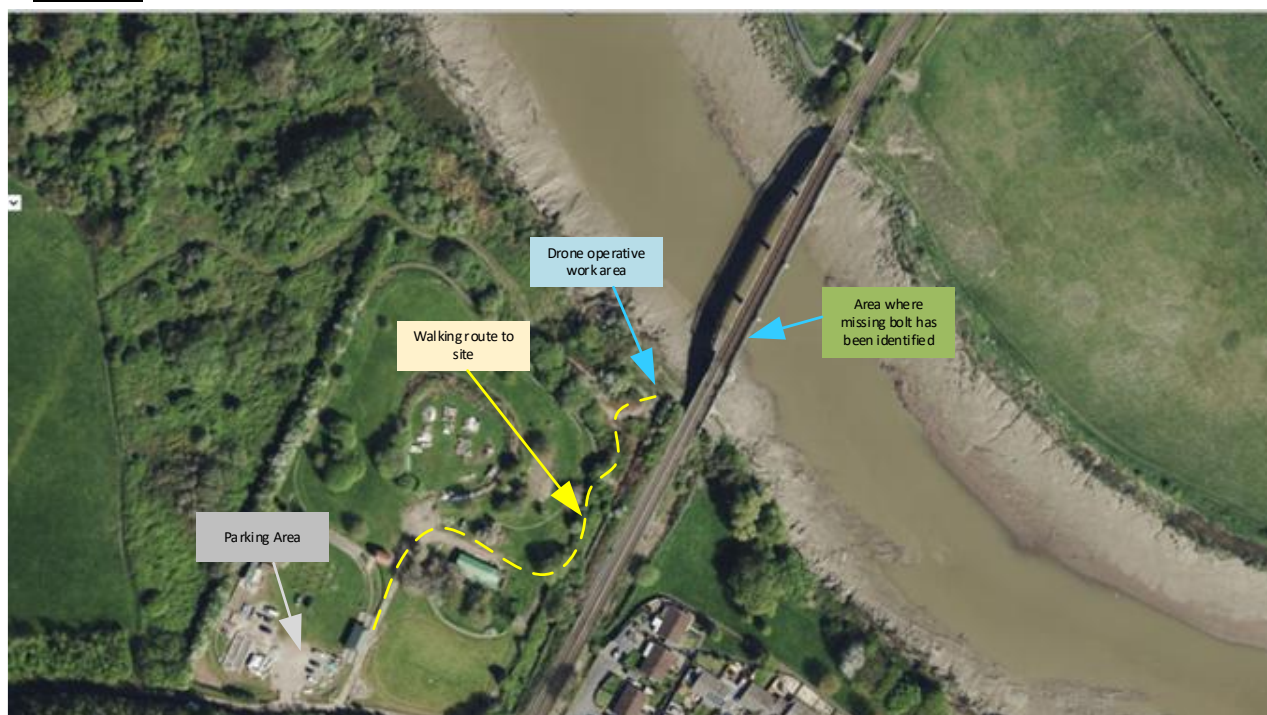
This task briefing sheet covers access, egress to site and work activities.

All personnel involved in this work will undergo an M Group site briefing by Mike Jones. **The briefing will cover an outline of the works as well as identifying the main risks and hazards associated with the site.**

Site Access.

Access and egress to the work site will be at What **3 words** **wake.public.game** **Stockton Close, East Usk, St. Julians, Newport, NP19 7HH**, Access the work site operatives to walk down the access path as highlighted on the site map below. All vehicles to be parked on the clearing also highlighted on the site map below.

Site Map



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Photo area of interest.



Photo highlighting missing bolt.





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Works Methodology

- On arrival at site the take 10 minutes to observe the site and assess any potential hazards or forthcoming activities that may result in a close call/near miss and report/remediate via the close call system.
- Drone pilot to set up the drone and program in the flight path ready for the pending survey.
- Pilot to then carry out a complete survey of all connections looking for any other missing Rivets/bolts
- Once the missing bolt/Rivet position has been located it is to be marked on a drawing ready to carry out the replacement.

The drone pilot is to keep the drone below bridge deck at all times

Note:

Any unforeseen activity or site risks that may arise during the above works are to be recorded within page 8 of this task brief, a point of [work](#) risk assessment is to be completed, and the site manager advised to grant authorisation all changes must be briefed all members of the work group

3. Handover Arrangements

N/A for these works on site

4. Control of Site & Activity Risks

Risk	How will this risk be controlled?
Working 'on or near the line'	Full "all orange" PPE to be worn at all times. PTS trained operatives with COSS in charge. SSOW pack to be in place and followed. No tools or equipment to be left less than 2m from the nearest running rail and are to be fully secured when not in use. All works in compliance with the Rule Book GE/RT8000.
UAS losing power and falling to the ground	Before flight commences, ensure the UAV is in working order and all batteries are suitable for use. The UAS will remain in the footprint of the buildings to ensure the UAS does not fall on public grounds in the result of total power failure.
High winds or rain affect the capability of the UAS increasing risk of UAS malfunction resulting in collision	Accurate weather forecast checked prior to deployment. The flight may be delayed or cancelled at any time if the weather risks the capability of the UAS. Weather to be monitored at all times during flight with a view to landing should weather deteriorate
UAS in airspace risking collision or near miss with other air users.	NOTAMS will be checked prior to flight for specific information relating to the deployment area. UAS will remain below 122m (400 ft) at all times.
Overhead Power lines	Overhead power lines offer a collision risk. UAS pilot will not fly within proximity to the power lines. Plan flight route before take off.
Adverse weather conditions	Weather to be checked prior to starting works and monitored throughout if adverse conditions are anticipated. Plenty of fluids, particularly cold drinks need to be available during hot weather conditions. Operatives must wear suitable clothing and have regular breaks to keep cool in hot weather



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Being hit by a vehicle on the access rd.	Access road is open to vehicle movements. Ensure that a vehicles Marshall is in place maintain access throughout. Hi viz clothing to be always worn
Slips/trips when accessing structure	Walk access route prior to transporting materials to remove any debris or trip hazards. Maintain throughout. Terrain is very uneven so choose pathway to eliminate uneven ground. Share pushing and take regular breaks.
Please see attached site specific RISK ASSESSMENT for full list.	

5. Resources

People:

Drone Pilot

Site Manager

Specialist

Survey Drone

Machines

N/A

Plant

N/A

Materials:

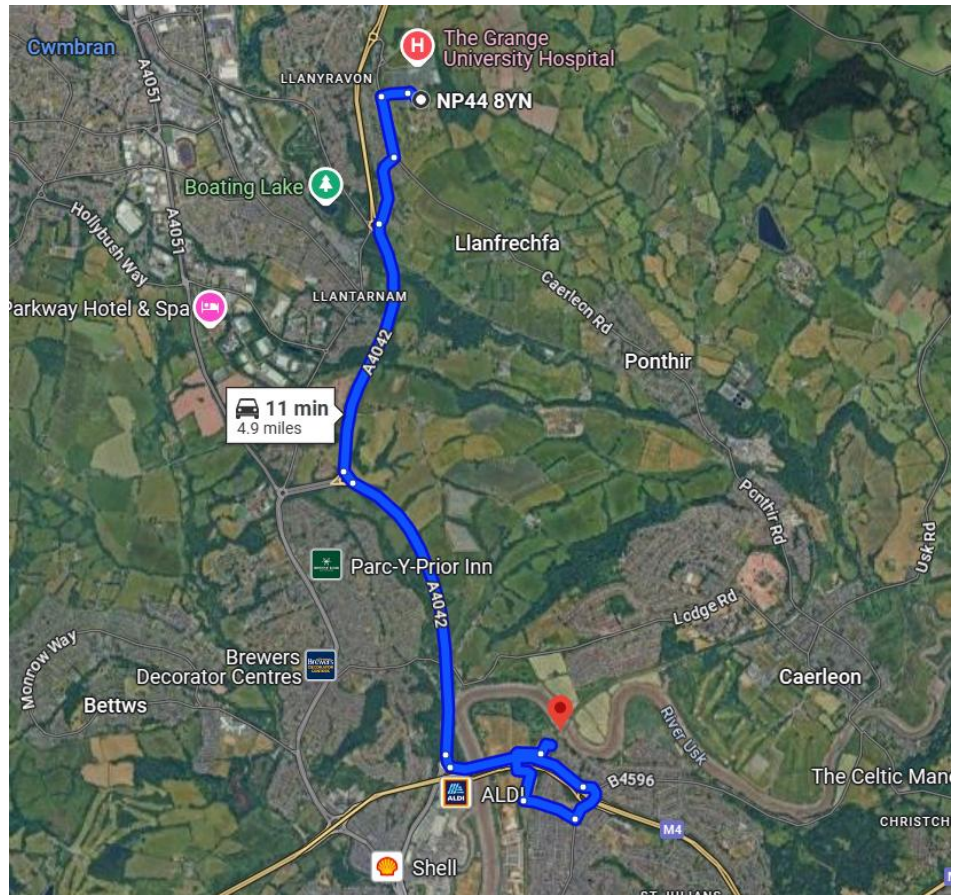
N/A

6. Site details relevant to Task

a. Location	Stockton Close, East Usk, St. Julians, Newport, NP19 7HH,
b. Safest Access & Egress Point	At Structure wake.public.game
c. Our Workforce Protection Arrangements	N/A
d. Safeguarding Others from our work	N/A
e. Permit/s	N/A
f. Plant and machinery Movements	N/A
g. Communication	Communications will be carried out Via Mobile Phone, Phone signal to be checked during the site visit.
h. Emergency Arrangements	In event an emergency direct emergency services to postcode: Nearest A+E The Grange University Hospital. Address Caerleon Rd, Llanfrechfa, Cwmbran NP44 8YN Contact Number: 01633 493100 REMEMBER PHONE 999 in and emergency.

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Hospital Map.





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i. Welfare	Due to the nature of the works and the short timescale, local means will be used
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: _____

PART B

Principal Contractor: Dyer and Butler

Responsible Contractor(s):

<u>Task Briefing Record</u> Carry out Drone Survey to locate missing Rivet / Bolt
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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: _____

Name	Sentinel Number / Site Pass Number	Position	Signature

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.



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Print Name	Sentinel Number / Site Pass Number	Signature	Date & Time