



TEMPORARY WORKS POLICY STATEMENT

DHMS Civils Limited is committed to a policy of effectively controlling all aspects of Temporary Works in accordance with BS5975 Code of practice for temporary works procedures and the permissible stress design of falsework to ensure that all Temporary Works needs are identified and that safe and practical designs are produced and then correctly and safely constructed, loaded and dismantled. The successful control of Temporary Works requires a systematic and methodical approach including the appointment of competent individuals for all roles, effective communication between all parties and the maintenance of comprehensive records. The statements below set out the overall principles of how Temporary Works will be controlled on DHMS Civils Limited sites.

1. A competent Temporary Works Coordinator employed by DHMS Civils Limited or appropriate client representative will be formally appointed in writing for every site.
2. On any site where it is necessary one or more competent Temporary Works Supervisors will be formally appointed in writing to assist the Temporary Works Coordinator.
3. Temporary works designs will be managed under the company's Design Management QA procedures and all sites will have a Temporary Works register recording all Temporary Works requirements.
4. All site specific Temporary Works designs will have a suitable design brief which provides all relevant information on which the designer is to base their design.
5. All Temporary Works designs must be prepared and checked by competent designers. Temporary works Design is not undertaken 'in-house' but will be undertaken by either proprietary suppliers e.g. formwork/trench support or external design consultants.
6. For all Temporary Works designs the independence between the designer and design checker, as defined by the design check category, will be appropriate for the complexity of the Temporary Works design.
7. All Temporary Works designs will be complete providing all information required for the successful implementation of the design in a clear and easily understandable format that is issued in a way that allows the latest version to be easily identified (e.g. unique reference number and revision).
8. Temporary Works will only be implemented in accordance with a design that has been checked and issued for construction.
9. All Temporary Works will be inspected by the Temporary Works Coordinator or Temporary Works Supervisor during construction and prior to use to ensure it is in accordance with the latest version of the design with a permit to use being issued where necessary.
10. Whilst in use all Temporary Works will be inspected at regular intervals by the Temporary Works Coordinator or Temporary Works Supervisor to ensure they remain in accordance with the latest version of the design. Legal requirements for inspections of Temporary Works including excavations and scaffolding will be complied with.
11. The Temporary Works Coordinator will ensure that any changes to Temporary Works designs proposed on site or any changes in the information on which a Temporary Works design has been based which become apparent on site are referred back to the Temporary Works designer so that the design can be revised and updated as necessary.
12. All Temporary Works will be inspected by the Temporary Works Coordinator or Temporary Works Supervisor prior to dismantling to ensure that the appropriate tests and checks have been carried out to demonstrate that the Temporary Works are no longer required with a permit to dismantle being issued where necessary.

DHMS Civils Limited carries out a wide variety of construction work and whilst this policy statement is equally applicable to all sites, the implementation of the procedure and the appointment of competent Temporary Works Coordinators and Temporary Works Supervisors is the responsibility of the Designated Individual responsible for individual sites.

Sincerely,



Christopher Hindmarch

14/12/2022