



GALWAY RACES SUMMER FESTIVAL

SITE INDUCTION

1. Introduction.

This induction training is for YOUR safety, the safety of your CO-WORKERS and the safety of others that could be affected by your actions.

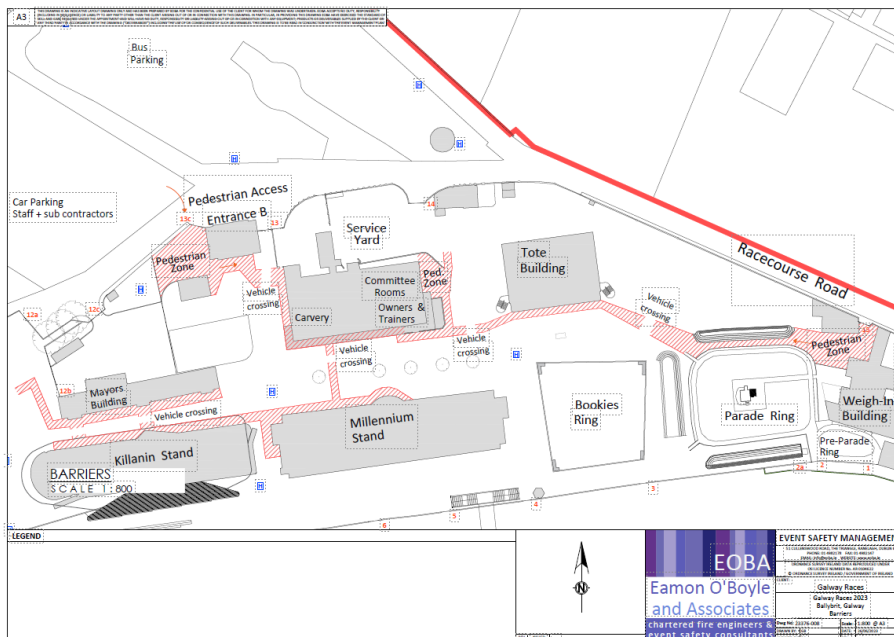
DO NOT PUT YOURSELF OR OTHERS IN DANGER

2. Site Health and Safety rules.

To ensure that the highest standards of health & safety practices are maintained Site Safety Rules must be adhered at all times. All workers should be aware that infringement of the site Health & Safety rules may lead to them being asked to leave the site. Refer to **Site Safety Rules attached.**

3. Site Access

All staff and visitors must report to the relevant identified area on their first day on site to obtain accreditation. Any persons on site without accreditation will be removed.





4. Competence and qualifications

- Only those who are currently qualified and have received appropriate training in their tasks are permitted to work at that task.
- All employees, whose duties requires them to conduct manual handling tasks, are required to have undergone a manual handling training course in the previous 3 years.

5. Duties of all staff

- Take reasonable care for your own safety and the safety of others who may be affected by your acts or omissions.
- Co-operate with your employer.
- Use PPE.
- Report and defects/hazards that you become aware of to your Superior or Safety Coordinator.
- You must not interfere or misuse anything provided for safety, health or welfare.
- Ensure you are not under the influence of an intoxicant (drink/drugs).

6. Personal Protective Equipment (PPE).

- All persons, including visitors are required to wear appropriate PPE as required.
- The following items of PPE are to be worn as appropriate to the task/area of work:
 - High visibility vests
 - Hard hats
 - Steel toe cap footwear
 - Safety glasses/goggles
 - Gloves appropriate to the task
 - Ear defenders
 - Harness/fall arrest for riggers
- Contractors will be responsible for monitoring the wearing of PPE by their respective employees.
- Galway Races will monitor the wearing of PPE by all on site.
- Failure to wear appropriate PPE on site will result in removal from site.



7. Behaviour on site.

- Offensive behaviour by any party will not be tolerated by the Galway Race Committee.
- Offensive behaviour includes: All behaviour and language that reinforces inappropriate, demeaning or discriminatory attitudes or assumptions about persons based on age, race, sex, disability, sexual orientation, transgender status of marital status and behaviour such as whistling, unsolicited remarks of a sexual nature and swearing.

8. Disciplinary Actions

- A disciplinary procedure shall be in place for all personnel if found in breach of the Safety Management Systems on site. The 3-strike procedure will consist of
 1. Verbal warning
 2. Disciplinary Meeting
 3. Dismissal from Site
- Galway Race Committee will not tolerate misconduct that may place yourself or others at risk.

9. Welfare

- Toilets are located within each building.
- Canteens are located at various points on site.

10. Accident/Near Miss reporting.

- Report all accidents/near misses to your crew boss. They are required to report these to a Galway Races representative.

11. First aid.

- First Aid will be provided by Annette Feerick in the Racecourse Office Paul Mahoney & Paul Shaughnessy in the Enclosure and Gerry Broderick and Patrick Keary on the track during the build & de-rig.

12. Actions in the event of an accident.

- Render First Aid only if qualified to do so.
- Seek assistance.
- Stay with injured party.
- Report the incident to your supervisor.

Commented [RC1]: Who is the first aider, how can they be contacted, where is the first aid box.



13. Actions in the event of a fire.

- Raise the alarm.
- Evacuate the area.
- Contact the Fire Brigade (Phone 999/112).
- Fight the fire only if it is safe to do so.
- Assemble at agreed assembly point (See 14 below).
- Use a suitable fire extinguisher.

Commented [RC2]: Location of assembly points for build/break.

14. Emergency Exits.

Emergency Exits from all areas of the building and works site are clearly signposted.

15. Assembly Points.

The Assembly Point is at the Staff Carpark outside Entrance B

16. Location of Fire Extinguishers

- Fire extinguishers will be located in all areas of the site as determined by the Racecourse Manager.
- Only use Fire Extinguishers if you are trained to do so.
- Remember NEVER to use water or foam extinguisher in fires involving electricity.

| Type | CLASS A | CLASS B | CLASS C | CLASS D | Electrical | CLASS F | Comments |
|--------------|---|---|---|---|--|----------------------------------|--|
| | Combustible materials (e.g. paper & wood) | Flammable liquids (e.g. paint & petrol) | Flammable gases (e.g. butane and methane) | Flammable metals (e.g. lithium & potassium) | Electrical equipment (e.g. computers & generators) | Deep fat fryers (e.g. chip pans) | |
| Water | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | Do not use on liquid or electric fires |
| Foam | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | Not suited to domestic use |
| Dry Powder | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ | Can be used safely up to 1000 volts |
| CO2 | ✗ | ✓ | ✗ | ✗ | ✓ | ✗ | Safe on both high and low voltage |
| Wet Chemical | ✓ | ✗ | ✗ | ✗ | ✗ | ✓ | Use on extremely high temperatures |



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