GD15 Underground and overhead services checklist

Company name		**Project title**	
Location		**Contract no.**	

Overview

What you need to know

When you plan to undertake works that may cross above underground services or below overhead services there are many hazards that need to be taken into consideration. With both types of services the risks can lead to serious consequences and cost implications (such as power outage to an area, including hospitals and businesses). In the worst scenarios, the risks can lead to fatalities.

What you need to do

Plans and drawings provided with the construction phase plan should detail existing underground and overhead services to provide a starting point. These can never be guaranteed to be accurate, so you will need to make contact with all local utility companies and then carry out appropriate investigations. Following that, a safe system of work can be devised, in conjunction with all relevant parties.

Significant hazards and risks

Safety	**Yes**	**No**	**N/A**
1. Have all previous plans and drawings been obtained for the site?			
2. Have all the utility companies, including any private ones, been contacted for information before any work commences on site (such as telecommunications)?			
3. Have risk assessments and method statements been reviewed prior to any investigations being done?			
4. Have all necessary investigations been undertaken before any works are commenced, including site set-up and any ground surveys (such as CAT and Genny)?			
Health	**Yes**	**No**	**N/A**
5. Prior to works starting near overhead services, have suitable barriers and goal posts been erected and signage put in place indicating safe passage, where necessary?			
6. Have all workers been informed of the dangers of working with either underground or overhead services (such as injuries from electrical contact or fire or explosion from gas mains)?			
7. Have suitable welfare facilities been provided – as in the Construction (Design and Management) Regulations (CDM) Schedule 2?			
8. Have an adequate number of suitably trained first aiders been provided, given the increased severity of risk from this type of work?			
Environment	**Yes**	**No**	**N/A**
9. Has the site been designed to either eliminate or reduce risks from overhead services (such as when preparing the traffic management plan)?			
10. Have surveys been undertaken to check for underground services that could be affected or damaged by excavation, by vehicles and plant crossing them, and so on?			
Managerial/supervisory tasks (including pre-planning)	**Yes**	**No**	**N/A**
11. Has the construction phase plan been approved and does it include information on overhead and underground services?			
12. Have you or the project manager set up communication links with the utility services?			
13. Have the necessary inspections and/or investigations been completed and their reports made available to all who need them (such as architects and the principal contractor)?			
14. Have any specialist contractors you want to use been checked for their competency?			
15. Have you, as a site manager, been involved in the design for the site set-up and therefore been instrumental in ensuring overhead and underground services are kept as clear as possible (such as traffic routing around the site and material storage areas)?			

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Training and competency requirements	Yes	No	N/A
16. Do the workers have the required skills for the tasks to be undertaken (for example, are they competent to work at height, have they been briefed on working near overhead services)?			
17. Are CSCS and/or alternative qualification cards required for the project?			
18. Will the barriers and goal posts around the overhead services be checked by a competent person?			
19. Have arrangements been made for toolbox talks as required to update on procedures or to highlight an issue that has arisen on site?			
Safe systems of work and basic control measures	**Yes**	**No**	**N/A**
20. Have the method statements and risk assessments been submitted and approved prior to contractors commencing on site? Are they compatible with the safe system of work contained within the construction phase plan?			
21. Have the workers read and signed the risk assessments and method statements, thereby ensuring they work according to the site's safe system of work?			
22. Is there a feedback system so workers can comment when they feel control measures are unsuitable or inadequate? (This could be an anonymous system.)			
Specific regulatory or special requirements	**Yes**	**No**	**N/A**
23. Are there registers on site for statutory inspections?			
24. Has an emergency plan been prepared (for example, in the case of contact with an overhead service or a gas main being breached, such as fire and/or explosion, serious injuries)?			
25. Has a system been set up for permits to dig and/or permits to work (such as underground services or working in close proximity to overhead services)?			

Further information

- HSE publication *Avoidance of danger from overhead power lines (GS6).*
- National Joint Utilities Group (NJUG) *Guidelines on the positioning and colour coding of underground utilities' apparatus* (latest issue).

Comments

Name		Position		Signature		Date	