

CDM Induction

Dudley EFW – Annual Outage 2026

**green
energy**

from waste to resource

Introduction



Introduction



Welcome to Dudley Energy from Waste Facility;

- This induction will provide you with information and guidance on the Safety, Health, Environmental and Quality arrangements here at Dudley EfW.
- All personnel must have completed this induction prior to starting work on site.
- You will be required to complete a questionnaire to confirm whether you have understood the information given.
- Please note: if you are a Competent Person (Permit Acceptor) you will be required to complete the Acceptor Induction assessment in addition to this induction.

Introduction



- The overriding goal of this whole project is to complete all works in a safe, structured manner, with zero accidents, ensuring we all go home safely to our families and loved ones.
- Safety is our number one priority.
- To comply with the Construction (Design and Management) Regulations 2015 (CDM)
- To ensure that those attending have a commitment to a safe and healthy workplace.
- To ensure that all personnel are aware of specific hazards on site during the outage.
- Ensure that personnel are aware of good practices for Health and Safety and the Environment.
- Make clear lines for communication and accident / near miss & hazard reporting.

Introduction



FCC Environment hold management system standards for:

- Health and Safety Management (45001)
- Environment (14001)
- Quality (9001)
- Energy (50001)

We ask all those visiting and working at the Dudley Energy from Waste facility to support us in the maintenance and continual improvement of these management systems.



Health & Safety at Work Act 1974



Under the 'Health & Safety at Work Act 1974' all employees have a duty.

General duties of employees at work-

It shall be the duty of every employee while at work:

- a. to take reasonable care for the health and safety of himself and of other persons who may be affected by his acts or omissions at work;
- b. and as regards any duty or requirement imposed on his employer or any other person by or under any of the relevant statutory provisions, to co-operate with him so far as is necessary to enable that duty or requirement to be performed or complied with.

Health & Safety at Work Act 1974



Health and Safety Legislation tells us that:

- You have a duty to look after yourself whilst at work.
- You have a duty to look after others.
- You have a duty to co-operate with FCC employees.
- No person shall intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare, or any equipment provided by FCC

You must also:

- Follow health and safety instructions.
- Use equipment as designed.
- Report anything that is dangerous.
- Let us know if there are any problems with what we do.



Environment

- Environmental Considerations
- Environmental Aspects and Impacts
- Environment & Waste Disposal



Environmental Considerations

Under ISO 14001 standard, we have determined the site's significant environmental aspects as:

- Potential emissions to air from combustion;
- Waste by-product generation
- Electricity generation

Please support us to both maximise the positive benefits of the site's activities and minimise the potential impacts from emission and waste production.



Environmental Aspects and Impacts

Potential Impacts

Waste combustion and steam generation

Emissions to air via stack

Emissions to air via stack during OTNOC or emergency periods

Consumption of raw materials:
Ammonia, Lime, Carbon, Oil, Energy

Energy generation

Generation and management of IBA & APCR

Generation of heat from combustion (CHP)

Odour

Emissions to air



Environment & Waste Disposal

Use the correct waste containers as follows:

Waste Type	Waste Container
Waste Metal	Metal Skip
General Waste	Wheelie Bins
Waste Oil (Solids)	Waste Oil Drums
Waste Oil (Liquids)	Waste Oil Tank

If you are unsure of where the correct waste container is, please ask at the Permit office where
A member of the Management team will be more than happy to help.

Responsibilities



- All working parties must have a least one **Acceptor, authorised under the Safety rules.**
- Acceptor training will run directly after each CDM induction (If Applicable)
- The Acceptor is responsible for establishing and maintaining general safety of the working party, acceptance of the safety document and ensuring all work complies with the safety rules.
- A point of work risk assessment (POWRA) must be carried out prior commencing work.



A few words from our General Manager;

'I ask everyone working on our outage to join our commitment to each other to co-operate & communicate effectively together, to look out for each other, and to challenge any hazardous conditions and unsafe behaviours

Please take any such challenge in good faith, as a sign of our collective goal to complete the outage work to a high-quality standard and with absolute safety to all persons here at Dudley Energy from Waste'.

We look forward to welcoming you all to our site!

2026 Outage



- This year's annual outage covers the maintenance and servicing to optimise the running of the plant over the next year.
- CDM notice boards, including the notification to the HSE, are placed in the welfare village at the entrance to site. These are provided to keep you up to date with the relevant information, inform you of any issues on site and display any statutory notices.
- Please ensure you familiarise yourself with the information provided.

Site Map



One Way System 10
mph →

EfW One Way System
5 mph →



Site Pedestrian Walkways

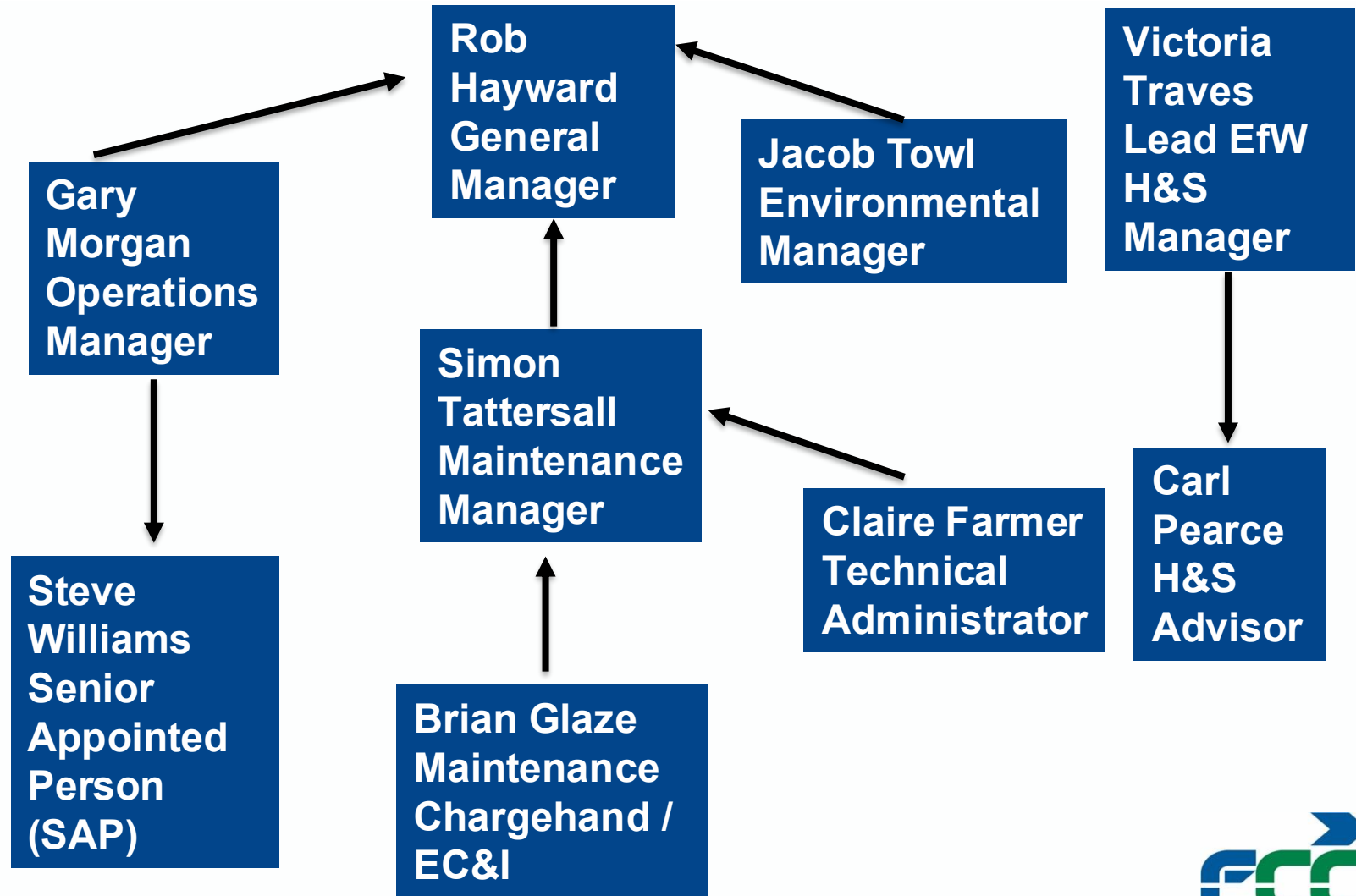


Parking



- Access onto the site is via the main entrance off Lister Road
- All Vehicles are to make their way to the designated car park as per the above slides
- Cars and Vehicles are permitted to park within the facility. Contractors will be issued with parking permits
- If there are no parking spaces left contractors must park in the Council car park across the road from the main Depot
- Drivers will be directed to report to the CDM cabin to sign in/out.
- Hi-Vis **must be worn at all times** within the whole of the DMBC area and pedestrian walkways **MUST** be strictly adhered to. **Emphasis on worn not carrying or thrown over the shoulder.**
- **Anyone found to not be wearing Hi-vis in the DMBC area will be given a first strike under the 3-strike rule.**
- The skirt outside of the tipping hall is strictly non-pedestrian so, as above walkways **MUST** be strictly adhered to.

Key Contacts



Primary Hazards on Site



- Moving vehicles and plant. Waste deliveries will continue throughout the outage. Stay alert when crossing the roads etc.
- Moving & rotating machinery
- Chemicals including lime, acids, APCr
- Particulate & dust
- Bio-aerosols
- Noise & Vibration
- Hot works
- Confined spaces
- Municipal waste
- Please note that during the outage the facility will be accepting and burning waste.

Safety, Health, Environment & Quality Policy



- We are committed to protecting the health and safety of all people working on or visiting site during our 2026 annual outage.
- We plan, conduct, manage and supervise all work activities in compliance with legislation and best practice
- We want to ensure that all workers have a clear understanding of their responsibilities along with that of the company

Three Strikes Policy



There will be periodic inspections carried out on the work you are doing against the requirements of your risk assessments, method statements and safety documents.

There is a Three Strikes policy.



Any breach of safety or environmental rule will be recorded as a 'strike' against the individual/s involved.

Anyone found not complying with the rules may be asked to leave site.

Site Rules



- Smoking/Vaping is only permitted in the designated smoking area. Contractors Compound
- All contractors and visitors must sign in and out when attending site
- Use of drugs or alcohol is strictly prohibited on site.
- You must never attend work under the influence of drugs or alcohol.
- Random and with cause testing is carried out on this site.
- Anyone tested to be found under the influence of alcohol or drugs will not be allowed access to site.
- If you are using any medication, please be aware of the side effects. Check the advice. Some medications may impair your ability to carry out your job safely. You should report this to your supervisor.



Security



CCTV operates on site and is used for safety and security purposes.

The CCTV system records data and is owned and operated by Dudley Metropolitan Borough Council.



The site operates a Property Stop & Search Policy; you may be stopped and your property searched.

Speed cameras operate on site.

No photography allowed unless you have permission from FCC Environment.

Traffic Management



- Adhere to site rules at all times
- Site speed limit is 10mph on external roads
- Speed limit is 5mph around the EfW plant. Always use designated walkways, crossings and parking areas.
- Only authorised vehicles are allowed on site
- Report bad driving to the Outage cabin
- Remain vigilant and be aware of any vehicle movements at all times. General rule of thumb is to keep a minimum distance of 5 metres away from any vehicle movement.



Personal Protective Equipment



Minimum requirement to be worn at all times whilst on plant:

- Safety helmet;
- Safety glasses;
- Overalls/coveralls which must cover arms and legs;
- Safety footwear;
- Hi-Vis in all traffic areas;
- Safety gloves;



Any further equipment is identified on your site-specific RAMS

Working with Equipment



- Unless approved in writing Contractors are not to use FCC plant or equipment.
- Do not use any site equipment unless you have the appropriate training and you have been authorised.
- Check that there are no maintenance activities being conducted before starting equipment, and that all guards are correctly fitted.
- A pre-start check must be completed on all equipment.
- Hired in equipment MUST have appropriate safety inspection certificates and proof of insurance.



Control of Contractors



- It is your responsibility to ensure that any contractor working on site, has the necessary skill sets to carry out the work.
- Contractors must provide their rams prior to being engaged to carry out the work.
- All contractors must be provided with a Work order prior to commencing work on site.
- POWRA's, are to be used as a last opportunity to assessment risks as they stand.



Safety Rules



What are the Safety Rules

The Safety Rules are the control measures to manage the risks to Persons working or testing on, Or near to, the company's electrical and mechanical systems

In addition to the requirements of these Safety Rules the wider impact of General Safety must be Considered as part of the overall assessment of health and safety risk.

The Safety Rules are Mandatory and apply throughout all FCC EfW Plants.

There are multiple roles with different responsibilities involved in achieving Safety from the System. This is to allow work / testing to commence on Plant and Apparatus, as well as its subsequent restoration to service, with separate identifiable areas of responsibility.

Key role to know for our outage is: Competent Person (Acceptor)

Safety Rules



Competent Person

Any work falling under the **Safety Rules** shall not commence until the **Competent Person/Acceptor** is in possession of the relevant **Safety Document**.

The Competent Person/Acceptor is responsible for ensuring all members of the working party understand the requirements of the safety document(s) and associated work pack.

They must maintain general safety during the course of work, whilst also ensuring that other work areas are not adversely affected by their activities.

affected by their activities.

A Competent Person/Acceptor is defined as:

A Person who has sufficient technical knowledge and/or experience to enable him to avoid Danger who may receive, transfer, surrender and clear specified Safety Documents when nominated by an appropriate officer of the Company;

There are 2 additional authorised categories of **Competent Persons** stated in the **Safety Rules** for which additional training is provided for ROMP permits and Live LV permits.



Other Safety Rule Definitions

General Safety

The control and management of risks posed by hazards in the working environment which are not covered by the FCC EFW Safety Rules. This includes the provision of safe access to and from the place of work, a safe place of work, Safe Systems of Work and the use of correct equipment and protective clothing.

System

Items of Plant and Apparatus which are used separately or in combination in any process whose ultimate purpose is to supply energy.

Working Party

Persons under the Supervision of a Competent Person (who themselves shall be a member of the Working Party) and includes a Competent Person when working alone

Welfare on site



- Welfare facilities are provided. Please keep these clean.
- A cleaner will be on site to provide additional cleaning between breaks and shifts.



First Aid Measures



In the event of a first aid incident raise the alarm by contacting the Control Room or Permit Office cabin:

- First aid assistance will be directed to the incident location
- Defibrillator's are available and located in the Control room and main reception.

Infection control: Leptospirosis, Weil's Disease...



Weil's Disease: a serious and sometimes fatal infection that is transmitted to humans by contact with urine from infected animals e.g., rats.

Symptoms are flu-like illness with a persistent and severe headache.

If you experience these symptoms seek medical advice and inform your GP, you have been working near waste.

How can you prevent it?

- We have pest control processes on site
- Wear protective clothing
- Wash your hands after handling any animal and/or any contaminated clothing or other materials and always before eating, drinking or smoking



Emergency Equipment



Emergency showers and eye wash kits are available at chemical unloading points.



Accident Reporting



- Safety is always our top priority during an outage.
- Treatment of an injured person is always the first priority during an accident.
- An accident report is to be completed immediately; except where medical emergency is a higher priority.
- An FCC staff member will complete an investigation report to identify accident / incident root causes
- Corrective actions will be agreed to prevent recurrence.
- The target is for ZERO accidents and ZERO incidents.
- Near misses are incidents that nearly cause an accident; these must be dealt with, if possible, immediately and reported ASAP.
- Incidents must be reported to your Acceptor or supervisor/team leader.

Slips, Trips and Falls



Slips and trips are the most common cause of injury at work. To help us prevent slips, trips and falls in the workplace.

Always remember:

- Don't create hazards.
- Keep walkways and access routes clear.
- Clean up spillages immediately.
- Keep cables and hoses stored neatly.
- Tidy as you go.



Emergency Evacuation & Fire



Everyone must play their part in the prevention of fires:

- No smoking on site except for designated smoking points
- Be aware of other possible ignition sources
- Keep the site tidy - less material to burn



For any **Hot Works**, a Hot work certificate will need to be obtained from the permit office prior to the works starting. You will need to manage your own risks and supply your own fire extinguishers to meet the requirements of the certificate

The sites Fire Extinguishers have a specific purpose – emergency use only, they are not:

- Door props
- To be taken for hot works
- To dampen areas down
- To be used for horseplay

Anyone found to be using fire extinguishers in these ways will be given a strike or depending on the severity, may be removed from site altogether.

Emergency Evacuation & Fire



The Alarm:

- A weekly fire alarm test is carried out every Wednesday at 10.00am.
- Outside of the weekly test, upon hearing the **continuous** alarm – please **evacuate** the building in a controlled manner, using the fire exit signs and make your way to your designated assembly point.
- **Do not assume** the nearest escape route will be safe.
- Use the **signs provided** to aid in your safe evacuation.



Emergency Evacuation & Fire



In the event of a Fire:

- Follow the fire exit signage to your nearest emergency exit.
- If you notice a fire, you must raise the alarm by activating one of the fire call points and then contacting the Control Room and Outage office.



Emergency Evacuation & Fire



- If you hear the alarm evacuate the building and proceed to the Muster point in an orderly fashion located on the concrete square behind the main site entrance security hut.



- At the Muster points inform the Muster Point Coordinator of your presence.



- Do not re-enter the building until told it is safe to do so by the Muster Point Coordinator.

ENERGY FROM WASTE

METHOD STATEMENTS AND RISK ASSESSMENTS MUST BE PROVIDED BEFORE ANY WORK CAN COMMENCE.



PERMIT FOR WORK

LN 01504

 *Insert N/A if Not Applicable
 # Create as appropriate

LOCATION

PLANT / APPARATUS IDENTIFICATION

Restoration of Motive Power (ROMP) ☐ **Y** ☐ **N** ☐

WORK ORDER NUMBER(S):

WORK TO BE DONE:

2. **ii) PRECAUTIONS TAKEN TO ACHIEVE SAFETY FROM THE SYSTEM**

Point(s) of Isolation:

3. **PRECAUTIONS TAKEN TO ACHIEVE SAFETY FROM THE SYSTEM**

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Point(s) of Isolation:

Confined Space



- All confined space work must be risk assessed and properly planned
- A safety document along with a Selected Persons report must be in place
- You must have the appropriate training and equipment
- Consideration must also be given to access and egress, and a rescue plan must also be in place
- If there is an emergency, contact the permit office who will liaise with the on-site rescue team.



Gas Cylinders



- Gas cylinders are not permitted in confined spaces
- Gas cylinders must be stored upright and secured in an adequately ventilated area, away from external sources of ignition
- Flashback Arrestors and Regulators must be fitted, calibrated and valve keys must be available at the cylinder



Hazardous Substances



- All chemicals brought on to site must be accompanied by the SDS and COSHH assessment, and also be authorised by the appropriate engineer.
- Hazardous materials must only be stored in authorised designated areas.
- Clear up minor spillages with appropriate equipment and inform control room immediately.
- In case of major spillage make the area safe and contact the control room.
- Emergency showers and eye wash stations are available in the event of an emergency. They are not to be used for any other reason.



Housekeeping



A high standard of housekeeping is important to site safety. Please adhere to the following good housekeeping practices:

- keep work area clean and tidy at all times
- use proper containers for waste
- maintain clear access to fire and safety equipment
- keep fire exits, walkways and work areas clear at all times
- do not cause trip hazards with cables and hoses; use skyhooks and ducts for cable management
- ensure you have adequate lighting and ventilation
- Use cleaning stations to help maintain a suitable housekeeping standard.

Your safety document will not be signed off as complete if the work area is not to the expected standard.

Spillages



- All spillages must be reported immediately to the control room
- All spillages need to be contained according to the relevant procedures
- Spillage control depends on the material that has been spilt
- It must be cleaned up if safe to do so
- Consider the hazards of the material
- Spill kits are located at all the major delivery points and within the main process areas on the ground floor



Working at Height



- Use the safest access equipment for the job e.g. scaffolding over the use of ladders
- Any work at height equipment must be fit for purpose and have a thorough examination certificate, certificate of conformity or in date inspection available



- avoid working at height where possible
- use an existing safe place of work
- provide work equipment to prevent falls
- mitigate both the distance & consequences of a fall
- instruction, training & supervision

Scaffolding



- All scaffolds must be erected, maintained and inspected in strict accordance with current legislation and only by competent authorised personnel
- Before accessing any scaffolding, inspect it visually for:

- a valid inspection tag (max. 7 days old)
- loose or missing boards
- insecure or missing guard rails, or kickboards
- proper access
- secured wheel locks
- other defects



SCAFFOLD SAFETY TAG			FOLD SAFETY TAG		
REF. No: _____			COMPLETED BY SUPERVISOR		
Location: _____			D BY: _____		
Date erected: _____			D BY: _____		
TO BE COMPLETED BY SUPERVISOR			TO BE COMPLETED BY SUPERVISOR		
LOAD CLASS 1 100 kN/m ² 100 kN/m ²	LOAD CLASS 2 100 kN/m ² 100 kN/m ²	LOAD CLASS 3 100 kN/m ² 100 kN/m ²	LOAD CLASS 4 100 kN/m ² 100 kN/m ²	LOAD CLASS 5 100 kN/m ² 100 kN/m ²	LOAD CLASS 6 100 kN/m ² 100 kN/m ²
IF LAST INSPECTION DATE EXCEEDS 7 DAYS INFORM SUPERVISOR IMMEDIATELY			COMPLETED BY INSPECTOR ERECTION BEFORE USE		
INSPECTIONS MUST BE PERFORMED BY A COMPETENT PERSON			COMMISSIONED DATE		
DATE	TIME	SIGNATURE	If you have any queries regarding this scaffold please contact		
			NAME TELEPHONE		
Please be aware of the following hazards			Warning		
FURTHER INFORMATION ON REVERSE			If removal or interference is made without the tag could make you liable to prosecution and fines		
FURTHER INFORMATION ON REVERSE			FURTHER INFORMATION ON REVERSE		

- In the case of any defects, report immediately to your Supervisor and **do not use** the scaffold. This will be indicated by the **RED** scaffold tag.
- Only competent scaffolders are permitted to make any alterations to scaffolding
- Non-competent person/s **MUST NOT** tamper with the scaffolding

Manual Handling



- Please ensure you are following your manual handling training throughout your time on site
- Use manual handling aids such as hoists, trolleys, pulleys, stack trucks and mechanical equipment where you can
- If you feel something is outside your capabilities, seek help
- Remember to always refer to the Big 4!
 - Inside Base
 - Big Engines
 - Turn not Twist
 - Dip and Drive



Plant & Equipment



- You are required to work safely and use plant and equipment correctly...they are **YOUR** responsibility
- Ensure you are using approved equipment from your company and that sufficient checks are in place as detailed in the Provision and Use of Work Equipment Regulations (PUWER) 1998.
- You will only be allowed to use plant and equipment where trained and authorised to do so
- Equipment must be fit for use and should be subject to an inspection process and any defects must be reported

Mobile Plant



If you are planning to bring any mobile plant onto site there are a few requirements required before you can operate it on site:

- Have valid thorough examination certificates as per the Lifting Operations and Lifting Equipment Regulations (LOLER), 1998.
- Have a reversing camera fitted
- Evidence of competency to operate

Also please speak to your nominated supervisor who will ensure the following paperwork is completed:

- Plant Safety Check Sheet – Any mobile plant will need to meet the requirements before use on site
- Moving mobile plant and pedestrians **MUST** be kept segregated by 5 metres at all times.

Only once these requirements are met will you be permitted to operate mobile plant on site.

Hot Works

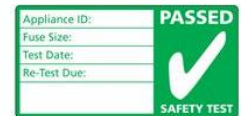


- All hot works are controlled under DUD-HS-LP-1024.
- Either an individual or Area Hot Work assessment is to be completed
 - DUD-HS-LP-1024-01 (Individual) or
 - DUD-HS-LP-1024-02 (Area).
- Fire watch period is to be agreed by FCC Maintenance team (dependant on complexity and surrounding area) minimum fire watch is ½ hour immediately after works is complete, then periodically after that .

Standard Site Rules



- Anyone working on site must be suitably trained and competent to carry out their tasks and will be required to supply evidence of qualifications
- Equipment brought to site must be in good condition and have valid test certificates where applicable
- The only power tools permitted on site are those operated by air, batteries or 110v
- 240v power tools are NOT permitted on site
- Diesel powered compressors and generators must be equipped with oil/diesel spillage containment



Remember



- ✓ Plan and organise what you do
- ✓ Make sure that you are trained, competent and familiar with the work you are about to undertake including special risks factors of your trade
- ✓ Raise problems to your supervisor or a safety representative
- ✓ Seek help if you feel something is out of your comfort zone
- ✓ If in doubt ask and remember that no question is a stupid question

Over to you:



- How clean is your workplace campaign?



Thank you!



Thank you for your time and co-operation

You will need to complete an assessment questionnaire and hand it in to your line manager who will forward it to FCC on your behalf

When you arrive at site you will need to report to the Permit cabin who will confirm your understanding of the information within this induction.