

## **GUIDANCE NOTES FOR NEW CONNECTIONS TO EXISTING MANHOLES AND NEW MANHOLES**

- Any new connection to an existing manhole or the construction of a new manhole **MUST** be carried out by a suitably qualified contractor.
- The contractor shall be adequately and properly trained in the procedures necessary for entering confined spaces. Personnel shall carry proof of confined space training for a minimum of three contractors. These persons must individually hold a Restricted Operations Permit Card for working in confined spaces. Further information is on our website.
- Our inspector can and will order the immediate cessation of work on site if the necessary documents cannot be provided.
- Please give our inspector five clear working days' notice prior to the commencement of your works to allow our inspector to programme in his diary a visit during the construction works. It is essential that our inspector sees the connection before any backfilling. Failure to comply with this requirement could lead to the appointed contractor being refused the right to carry out future works on Wessex Water's apparatus.
- Before arranging a visit for approval of new works, please ensure that (a) all manholes and sewers have been checked by you and all work you have requested to be inspected or tested is/will be complete, (b) that before the visit, all manhole cover lifting eyes have been cleared out and covers have been freed up and eased.
- The current minimum charge for an aborted/additional inspection visit is £65.00 or such higher sum as may be appropriate if works required by other Wessex employed contractors are delayed.
- Please confirm who will be carrying out the work and provide evidence of the necessary certification, together with a method statement for the proposed work. The method statement must include a hazard/risk assessment in which you should outline potential hazards anticipated whilst working in a confined space and the measures for eliminating or reducing these risks.

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