



## CONTRACTOR BRIEFING November 2025

### Forth Ports Engineering

#### Contractor Housekeeping at all Ports

##### Introduction

A recent high-potential incident within the Port of Grangemouth has highlighted how poor housekeeping practices can lead to accidents with the potential to cause significant injury.

During maintenance activities on a container crane, a contractor failed to follow their RAMS and housekeeping procedures. Materials were left unsecured on the crane, at height after the works were completed. During a period of high wind, these materials subsequently fell from the crane, creating a serious risk to personnel below.

Although no one was injured, this incident had the potential for severe consequences.

##### Contractor Requirements

##### Key Points

- Housekeeping requirements must be clearly detailed within all contractor Risk Assessments and Method Statements (RAMS).
- Good housekeeping must be maintained throughout the entire duration of the works, including regular removal of waste and securing tools, materials, and equipment at height.
- On completion of the works, contractors must formally confirm, through sign-off or handover, that the worksite has been left in a safe, clean, and tidy condition.
- All materials, tools, and equipment must be removed or secured, especially when working at height or in exposed areas.
- Supervisors must conduct final checks before leaving the area to ensure no items remain that could fall, blow loose, or create hazards.

##### Lessons Learned

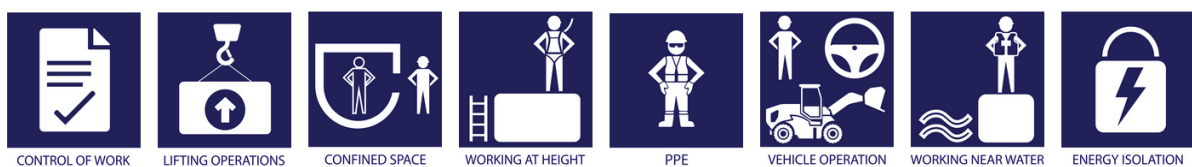
- Even small, lightweight items left at height can become dangerous projectiles in windy conditions.
- A failure to follow RAMS, even on minor points such as housekeeping, can result in high-potential incidents.
- End-of-shift and end-of-job inspections are critical in identifying items that may have been overlooked.

##### Behavioural Expectations

Contractors working within Forth Ports are expected to:

- Take ownership of their work area, keeping it clean and organised throughout the job.
- Adhere strictly to their RAMS, particularly around housekeeping and work at height controls.
- Challenge unsafe behaviours, if you see poor housekeeping or unsecured materials, act immediately or report it.
- Demonstrate situational awareness, especially in changing weather conditions.
- Leave no trace: ensure all materials, tools, and debris are removed at the end of each shift.

Professional behaviour is essential to maintaining a safe environment and protecting everyone on site.





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### Closing Safety Message

Good housekeeping is one of the simplest and most effective ways to prevent serious incidents.

A clean, organised, and secure worksite protects everyone.

**If it is not safe, stop the job.  
If it is not required, remove it.  
If it is not secure, fix it.**

Safety in our ports depends on the actions of every individual. Let us continue to collaborate to ensure all tasks are completed safely and responsibly.

