IMPERIAL

Noise Policy

Imperial Property Division
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Introduction

This policy outlines how the Property Division complies with the Control of Noise at Work Regulations 2005. Exposure to excessive noise can cause permanent hearing damage and pose safety risks. Therefore, it is Imperial's commitment to prevent the exposure to noise levels that exceed legal limits. Initially, Imperial will seek to eliminate noise risks wherever possible. When elimination is not possible, noise reduction using appropriate engineering controls will be implemented, such as the use of Personal Protective Equipment (PPE).

Policy

Noise Control and Protection during Design and Construction

To ensure compliance with the Control of Noise at Work Regulations 2005, the following hierarchy of controls will be applied throughout the design and construction process.

1. Design Review: Where possible, designs will be reviewed to eliminate noisy activities. For instance, reusing or designing around existing block/brick/concrete walls, floors and plant bases to reduce the need for noisy work.
2. Noise Hazard Reduction: When noise elimination is not practical, design alternatives will be explored to reduce noise levels. This may include minimising demolition works or selecting quieter equipment and processes.
3. Identifying Noise Sources: Noises that are greater than 80dBA.
4. Advising on Noise Levels: Advise operatives on noise levels when they exceed 80dBA.
5. Risk Assessments and Control Measures: Undertaken to identify practical steps to implement noise reducing measures. For instance, the use of engineering controls such as noise reducing blankets, enclosing and confining noisy works, or using remotely controlled machinery for concrete cutting.
6. Hearing protection: Where noise cannot be reduced by other controls, hearing protection, instruction, information and supervision must be provided to operatives. This must be over-ear and properly fitted hearing protection, conforming BS EN352 and with attenuation levels that reduce noise levels to 75dBA, in line with HSE's guidance.

Prior to project starting, a noise assessment should be undertaken to identify the impact of noise on the core business activities. This assessment should be undertaken with Imperial's Project Team and the selected contractor as soon as possible. This allows time for any necessary changes to design, sequencing of work and any management changes.

Where noise cannot be reduced below 85dBA by design, contractors will be required to manage noise controls on site by providing dynamic risk assessments during noisy operations. These assessments follow initial desktop exercises and risk assessments from subcontractors, that provide noise level requirements on specific tasks. Very noisy activities are undertaken out of hours to limit exposure.

Where unacceptable level of noise is being generated from site, particularly if this impacts Imperial's operations for instance during exams or important events. Imperial has the authority to stop work immediately.

Dynamic risk assessments are undertaken by qualified contractors using handheld calibrated noise meters. Contractors can adjust agreed controls as necessary, including the attenuation levels of any PEE issued by Imperial. Attenuation levels should not reduce hearing to less than 75dBA, in line with HSE's guidance, which still allows for effective communication such as hearing verbal instructions and on-site alarms.

Disposable ear inserts should not be used for tasks which take longer than 30 minutes, or where noise levels exceed 85dBA. Disposable ear inserts are not always suitable or the

preferential choice of ear protection for workers. This is due to many individuals finding inserting them into their ear canal uncomfortable and unhygienic, which can contribute to them being fitted poorly increasing noise exposure risk.

Health surveillance must be provided for all employees who are frequently exposed above the upper exposure value or are at greater risk such as already suffering from hearing loss. Health surveillance records including fitness for work must be kept up to date. These are separate from any confidential medical records. It is the contractor responsibility to complete this for their employees. Imperial is not responsible for auditing against this, but is expected to remind them to be doing this.

Occupational health schemes must be in place for all contracted workers, which is the responsibility of the contractor and there must be a policy to reflect this.

RAG Health and Safety site inspections will monitor noise issues. Any breaches to legislation are to be reported to the Site Manager, prior to leaving. The final RAG Health and Safety score on the inspection report will be discussed and agreed with the site before the report is issued.

Imperial employs Health and Safety Advisor who monitors noise compliances and enforces the CoP on all Imperial projects.

Risk Assessments

Risk assessments must be carried out to determine the impact noise may have with the following areas accounted for:

- Extent of the work
- Programme of work
- Does the programme run through exam times?
- Are there any planned lectures, conferences or events that can't be changed and/or relocated?
- What times of the day is noisy works permitted?
- What impact will noisy works have on occupied areas?
- Does the site have any existing delivery/noise restrictions?
- Are there any on-going or historical disputes/complaints?

The following control measures and principles should be considered:

- Methods of control - Consider the use of specialist products such as noise booths, acoustic screens/curtains/hoardings, mats etc
- Adjusting the programme such as scheduling noisy works to set times that are agreed with other users of the building.
- Considering using equipment that is less noisy.

- Communicating to contractor about noise controls on the site via Daily Activity Briefings and Toolbox Talks.
- Utilise signage and notices to help communicate details of noise levels, working times and restricted areas.
- Monitoring noise to track of the levels. Noise readings taken before works start with risk assessments reviewed and PPE / controls adjusted accordingly.

Document Revision Dates

Version	Date	Reason
V1	June 2015	Policy creation.
V2	January 2025	Document reviewed, updated processes and procedures. Updated organisational chart info where mentioned. Updated branding.

Appendix 1

Noise Controls – Descriptions, Usage and Benefits

Description, Usage and Benefits	Example image
Mobile acoustic tents / enclosures • Can be quickly erected to contain isolated noise sources such as cutting, breaking out or drilling. Some models offer up to 24dB reduction in noise. • Can be easily assembled / dismantled / repositioned allowing excellent flexibility on site.	
Acoustic curtains • Can be easily fitted to existing hoarding, fences and walls to reduce the noise transfer between the work area and local residents, businesses and / or other surrounding premises. • Can be hired / purchased in individual sheets allowing greater flexibility and manoeuvrability on site.	
Acoustic site hoardings • Designing to be used on longer running projects where a semi-permanent solution is required. • Offers similar benefits to acoustic curtains, albeit with less flexibility. Typically supplied and installed by specialist contractors.	
Noise activated signage • Used to alert people carrying out work when noise is exceeding a pre-determined level. • Can be positioned near to local residents, businesses and/or other surrounding premises to provide accurate measurements. • Large number of styles and designs available.	

Personal noise alarms • Used to alert people carrying out work when noise is exceeding a pre-determined level. • Worn by operative carrying out noisy work so gives very accurate reading. • Large number of styles and designs available.