




Method Statement

Method Statement Details

Method statement number	6
Method Statement Date	25/09/2019
Method statement Author	Ed Seymour
Project/Contract	The Old Malt House, Banbury
Start Date	October 2019
Expected job duration	10 days
Client Contact	james@omlet.co.uk
Description	Micro strip pine beams
Site Address	The Old Malt House St John's Rd Banbury OX16 5HX

Signatures

	Name	Title	Signature	Date
Document Author	Ed Seymour	Director		25/09/2019

Data protection statement

The information and data provided in this Method Statement applies only to the task, project or contract for which it was written. It shall not be duplicated, disclosed or disseminated by the recipient to any third party other than for the purpose of managing and controlling health and safety in relation to this task, project or contract.

It is the duty of all employees, contractors and agents to observe the provisions of this Method Statement, which has been produced in order to provide a code of good practice and conduct with the object of preventing accidents. At all times employees, contractor and agents must work in a safe manner both to prevent personal injury to themselves or to other personnel.

This Method Statement may contain personal data relating to one or more persons. Such data must not be disclosed to any third party or used for any purpose other than compliance with this Method Statement except with the written consent of the Company or the individual concerned.

Emergency Contact Details

Name	Ed Seymour			

Telephone Number	07973711948			
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General Precautions

To be observed by all staff at all times, any deviation from these control procedures must be authorised by the site manager or safety representative.

Communication with Other Workers on Site.

All staff will report to the site office for induction on arrival at the site. The site manager will inform staff of any hazards that are present on site. Staff will inform the site manager of the work to be carried out and how it could affect other trades working on the site.

Where necessary notices will be posted advising of any hazards present during the works.

Where contractor activities cross, the senior person must liaise with the other trades to ensure safe operation.

First Aid

It is the responsibility of the company to ensure adequate First Aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum.

An Appointed Person may be provided by the employer to take charge of the situation (e.g. to call an ambulance) if a serious injury/illness occurs in the absence of a First Aider. The Appointed Person can render emergency First Aid if trained to do so. All staff when inducted will be made aware of the location of the First Aid kit.

Manual Handling

All staff and contractors have been instructed on the potential dangers of manual handling, and have received manual handling training. Equipment provided to reduce manual handling must be used where possible. Staff and contractors will not lift materials, tools or equipment that are beyond their capabilities. Heavy or awkward items will be split into smaller units where possible or dual lifted where this is not possible. It is the responsibility of the site foreman/employer to identify and control manual handling activities as they occur on site on a day to day basis.

Material Handling

All materials required for site will be unloaded to a designated unloading and storage area which will be away from the work area as far as is practicable. This area will be kept tidy to minimise trip hazards. Materials as and when required will be collected from the storage area and transferred to the work area. All staff will take care when handling materials and will use mechanical aids wherever possible. When stacking materials particular care must be taken to ensure that the stack is secure and that the product does not get damaged.

Personal Protective Equipment (PPE)

PPE will be provided as a last form of protection against a hazard. Staff will use the appropriate PPE for the task as identified in the risk assessment.

Wearing of PPE is mandatory on all Client contracts:

All Midland Precision Blasting Ltd site workers will wear Safety boots Foot protection to (EN20345 c/w midsole protection), Hi Visibility protective clothing (Hi-Visibility Yellow Waistcoat to EN471*), Hard Hats (Hard Hat to EN397) , gloves (Hand Protection to EN388) and glasses (Eye Protection to EN 166 Optical Class 1) and at all times.

Other items of PPE such hearing protection, Filter Mask (FFP2 as a minimum - Face Fit test certified to the individual), face shields are available to be worn as and when necessary and as determined by the risk assessment.

- Impact goggles - Drilling, cutting
- Ear defenders - Drilling, cutting
- Face-fit dust mask - Drilling, cutting (Certificate to be available to site).

Preparation and Induction

Staff & contractors will be inducted onto site, in order to understand the hazards present on site and the tasks that are to take place. Staff will also be advised of other site activities that could impact on their work. A risk assessment will be carried out for all tasks, which will be discussed with members of staff. Staff will follow all site rules and safety procedures.

Staff and Training

The task will be carried out by staff from Midland Precision Blasting Ltd. All staff are trained and qualified, experienced and receive ongoing training, and hold suitable qualifications where appropriate. Apprentices are under constant supervision by senior members of staff.

Tools and Electrical Equipment

All tools and equipment will be visually inspected on a regular basis, defective or damaged equipment will be removed from service. Electrical tools will be 110V or battery operated where possible. Sub contractors will not be allowed to bring on to site any damaged or defective tools, the site foreman is responsible for ensuring that all tools and equipment allowed on the site are fit for purpose. Any portable electrical equipment taken on to site must be PAT tested every 3 months when used on construction sites, 6 monthly for heavy use activities and annually for other activities. A risk assessment will determine if inspection periods need to be varied.

Welfare

The principal contractor is responsible for providing adequate washing, toilet, drying and refreshment facilities for staff and sub-contractors. Staff and contractors are responsible for ensuring that such welfare facilities are maintained in a clean and wholesome manner. This will be your responsibility when you are the principal contractor, it may be necessary occasionally for your company to identify suitable local amenities.

Aluminium Tower Scaffold

The site foreman will ensure that Aluminium Tower Scaffolds are erected correctly in accordance with manufacturer guidance and a PASMA trained competent person. Aluminium tower scaffolds must be used on flat level ground and the stabiliser riggers must be fully deployed and secured prior to working from the tower. Any adverse weather conditions must be taken into account and it will be the responsibility of the site foreman or senior person to evaluate the situation prior to work starting and throughout the task.

The tower will be inspected after assembly in any position, after any event liable to have affected its stability; and at intervals not exceeding seven days.

Where towers are to be used in public places: - erect barriers at ground level to prevent people from walking into the tower or work area and minimise the storage of materials and equipment on the working platform. The tower should not be left erected in a public area overnight unless it is suitably secured against unauthorised access and theft.

Contractor and Visitor Safety

Midland Precision Blasting Ltd will liaise with other contractors staff on a day to day basis and ensure they are aware of the risks present during the works. Staff and contractors will not leave any area of work in a dangerous condition or with risks to themselves, other contractors, tenants, or visitors. All tools and equipment will be cleared to secure storage at the completion of each shift. Heavy plant, scaffold, ladders and any other access to height will be made inaccessible.

Site Access and Egress

The principal contractor is responsible for providing safe access and egress to the site, Midland Precision Blasting Ltd staff will ensure safe access and egress is maintained for themselves and other contractors in the area they are working in. Good standards of housekeeping will be maintained. Midland Precision Blasting Ltd will be responsible for safe access and egress when you are the principal contractor. Access routes will be sign posted and barriers will be put in place where necessary.

Where practical, pedestrians and vehicles will be segregated.

Working from Step Ups

The majority of tasks that involve working at height will be carried out using the step up. Before use the floor area should be clear, free from waste and on level ground. The step up should be checked for any sign of damage before use and if damaged removed from use immediately.

Microstrip

Use of fine glass powders in compressed air using Microstrip machine running 1-2bar (less than 25psi)

I have read and understood the contents of this Method Statement.

Anything I did not understand has been explained to me to my satisfaction.

I agree to follow the Method Statement and understand that any instructions are provided for my safety and the safety of others.

Print Name

Signed

Date

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