

Date: 29/04/2020

Issue no.2

Prepared: DJ

Method Statement Addendum

Corona Virus safe working procedures

This document is to be read in conjunction with project specific installation RAMS and Site Operating Procedures to capture risks posed by Corona virus and revised method of working and risk control.

1. Procedures

- i. Site agent to mark hoarding line prior to works commencing.
- ii. Hiab lorry to offload materials independently.
- iii. Any contact with client or other on site to be minimised and 2m distance to be maintained.
- iv. Communication between operatives and customer be carried out using phone where possible.
- v. Handover certificates and delivery notes to be signed and then photographed, leave the physical copy on site and email photograph to operations.
- vi. All vans to be refuelled using pay at the pump method using disposable gloves.
- vii. Hand sanitiser to be carried at all times and hand washing procedures followed.
- viii. Follow site rules clean hands before and after leaving site.
- ix. Site Inductions can be carried out side where possible.

2. Assessment of specific risks posed by Coronavirus

Hazard	Risk	Controls	Residual Risk
Contamination from touching surfaces	Medium	Be vigilant with personal hygiene and your working area. Keep vans clean, wash hands before & after eating, using the toilet start and end of each day and when touching any surface.	Low
Contamination from site personnel	Medium	Distance yourselves from all other site personnel. Contact customer by phone rather than face to face. Where face to face contact required keep to 2 metre distance rule at all times. Adhere to on site rules regarding welfare e.g <i>1 person at a time in toilets, 2m distance between all chairs in canteen, staggered breaks</i> . Report to manager if welfare provisions not sufficient or not following SOPs.	Low

Contamination from refuelling	Medium	Where possible all refuelling is to be carried out by pay at the pump using disposable gloves. Wash/sanitiser hands before and after refuelling.	Low
Contamination from Vans/ Tools	Low	Vans to be kept clean, Anti-bacterial wipes to clean steering wheel, gear stick hand brake and handles. Tools to be kept clean not left unattended and stored in the van when not in use and close of play each day. All PPE/Clothing to be kept clean and stored away when not in use.	Low
Contamination while travelling	Medium	Travel as a 2-man gang, individuals not to switch vans with other gangs. Passenger to sit in the window seat at all times. One person to control all paperwork and forward all emails. The van should be cleaned regularly using gloves and standard cleaning products. Good ventilation, keep windows open where possible and face away from each other.	Low
Contamination from deliveries	Medium	Do not make contact with any delivery drivers. Take a picture of the delivery note and email to operations. Do not sign any paperwork.	Low

3. Additional Personal Protective Equipment

- a. Hand protection in the form of Safety Gloves (to a minimum of 4343 BSEN 345)
- b. Disposable gloves for cleaning and refuelling
- c. Anti-bacterial wipes
- d. Hand sanitiser

Method Statement prepared by:

Name: Dan Johnson

Signed: 

Date: 15/4/2020

Method Statement and received and understood by:

Name	Signed	Date

Site Operatives/Foreman -Point of Work Risk Assessment

Prior to starting work, Operatives must undertake a point of work assessment to identify any issues or hazards that may affect them, others or the work to be undertaken. Any issues or hazards identified is to be recorded below and details of the control measures or action taken must also be recorded.

Hazards/issues identified		Controls/action taken	
Operative/Foreman Name	Signed	Date	