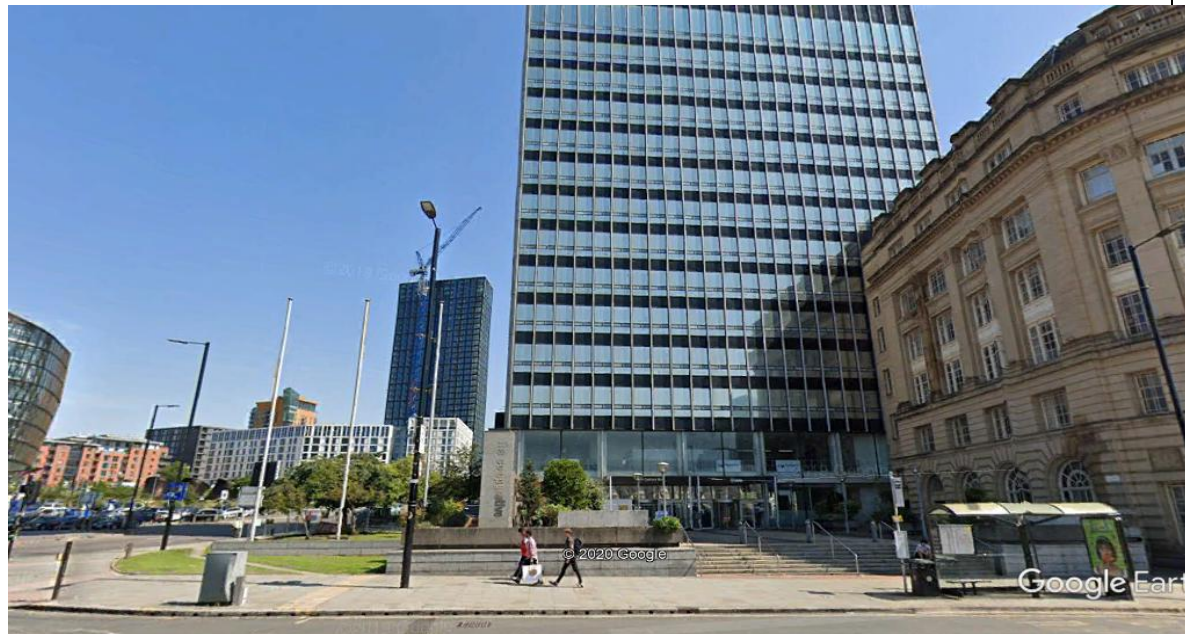


Method Statement Demolition & Dismantling Activities

Document Reference:	DMO00-001 (Rev 1)
Client:	Bowmer & Kirkland
Site:	CIS Building, Manchester
Address:	Miller Street, Manchester M60 0AL
Appointed Persons:	Steve Barker & Anthony Maylett
Document Date:	13/10/20
Activity:	Soft Stripping
Prepared By:	Ian Charlton



Rhodar Industrial Services Ltd

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Document Revision and Review (amendments highlighted in yellow)

Revision Number	Revised by	Date	Reason for revision

Document Approval Status

I can confirm that I have read this document and give my approval that it is suitable to carry out the works required on site;

Name	Signature	Date
Andrew Fisk		12.11.2020

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Scope of Works

This Method Statement details the soft strip works including M&E which will be undertaken to four floors, dismantle of the ground floor entrance vestibule

The document is to be read in conjunction the site specific risk assessment DMO00-002

All demolition Works are to be carried out in accordance with BS6187:2011 Code of Practice for Full and Partial Demolition.

Reference to the 'Standard' has been made throughout the document and a copy is available from the office on request.

The scope of our works includes;

- Soft stripping of fixtures and fittings, removal internal partitions to four floors
- Removal of M&E within the four floors
- Remove all resulting material from site

Sequence and Methodology

Site Setup

Welfare facilities will be provided by the client Bowmer & Kirkland, which are situated on basement level 3.

Upon arrival to site, all operatives are to attend Bowmer & Kirkland site induction, which will include the emergency procedure briefing. Information will be displayed on site. Bowmer & Kirkland minimum standards and site rules are always to be adhered to.

A toolbox talk will be delivered on the heritage and historic fabric strategy agreed as part of the listed building consent and all operatives are to adhere to whilst completing the works

The supervisor will then go through, the Rhodar site induction, this will include the method statement briefing, a toolbox talk on Bowmer & Kirkland site rules, followed by a site walk round to familiarise the operatives with the works. Each day before commencement of works the supervisor will undertake Daily Activity/task Briefings

All service isolations to be arranged by Bowmer & Kirkland to be carried out by their appointed M&E contractor. The isolations need to be carried out prior to the soft strip works commencing. All live services will need to be clearly marked up by the M&E contractor and this will form part of the site induction, The section in this method statement will need to be signed to confirmed that services have been isolated, along with written confirmation.

Written conformation will be issued to Rhodar office, and copies keep on site

Working hours for the site will be 7.30am – 5.00pm Monday to Friday and 7.30am to 2pm weekends

Bower Kirkland will run, a print identification gate system, this will be to both to enter leave the site, this is to be followed at all times.

Demolition warning signs will be posted around the work areas



Asbestos

Survey Information

Surveying Company:	Amosite Asbestos Management	Survey Reference	CIS Tower R&Ds
Survey Date:	13/10/2018	Survey Type:	Refurbishment Survey
Licensed Asbestos?	Yes	Non Licensed?	Yes

NB: Fully Licensed Asbestos products will have been removed Bowmer Kirkland appointed asbestos contractor Rhodar Asbestos Ltd, 4 stage clearances, clean air certs and re-occupation cert will be issued to Rhodar Demolition prior to work commencing.

Rhodar Asbestos Ltd, will remove the asbestos in the area where there are soft strips to be carried out, prior to the soft strip starting

The supervisors from the asbestos and soft strip team will work together to co-ordinate the works around the asbestos and soft strip

Exclusion Zones

Exclusion zone will be formed to the entrance of the soft stripping area, using a combination of heras fencing and crowd barrier fencing, with warning signs posted

Exclusion zone will be formed using hers fencing to house the waste skips, this will be external in agreed location with Bowmer & Kirkland, the area will be controlled by a banksman and locked off when not in use

The enclosed areas will offer suitable room to allow the safe exchange of skips

Preparatory Works

Bowmer & Kirkland will provide a temporary 110v electric supply and water supply. Rhodar Industrial Services will also provide 110v strip lights to light up the working areas, and festoon lighting for the corridors and walkways, all leads will be securely fixed above head height. The fixings of the cable will be secured so that the substrate is not damaged using tape or similar.

The water supply is for fixing hoses, to act as dust suppression for soft strip activities when loading wagons, the dust in the working areas will be controlled by using handheld pump sprayer or airless sprayer.

They will be controlled by RIS, the banksman, site manager, supervisor will all be in contact via two-way radios.

Rhodar will supply and fit protection to circulation areas and retained items, this will be in the form of the following

- Pre formed foam protection to stair handrails, retained door frames, wall corners
- Plastic twinwall sheeting (Correx or similar) to walls, door faces, stair balustrading/strings/treads, skirting and hard floors, this can be fire rated if required.
- Self adhesive film to carpeted areas

Soft Stripping

The works will take place on 2 floors at a time concurrently, in order to achieve the programme, set out by Bowmer & Kirkland.

Each floor will have a black hat supervisor, managing the strip out works, with 7 men working on each floor, and a site manager overseeing the works.

Soft stripping will be undertaken, to the building following the removal of asbestos products. In some instances, soft stripping will be required prior to the removal of asbestos for access purposes, this will be controlled by both sets of supervisors, asbestos and demolition

A copy of the asbestos survey will always be on site and Non-Licensed Asbestos works will be undertaken by Non-Licensed Asbestos Removal trained operatives.

Below are images of typical types of toilets to be soft stripped:



Below are images of typical types of steel ceiling tiles and carpet tiles to be soft stripped:



During the soft strip, all waste materials will be separated into individual waste streams for recycling purposes.

Soft strip will be carried out using the following techniques: -

Operatives are to be aware of Manual Handling Techniques and must have current Manual Handling Training prior to soft stripping activities.

Soft stripping generally consists of the removal of doors, frames, architraves, cable, skirting boards, carpets/floor tiles, suspended ceilings, cupboards and plaster board, demountable and glazed partitions.

Works are carried out by operatives experienced in working within sensitive environments using suitable hand tools, such as cordless drills, socket sets, claw hammers etc., carpets and floor tiles will be lifted by hand only using floor scrapers.

Debris generated by the works will be put into enclosed wheeled trucks and taken to the goods lift and taken down to the holding area of the service entrance on Danzic Street and taken to the skip.

Suitable hand PPE must be worn to protect from cuts and splinters during all soft strip operations.

Light Eye Protection is always compulsory during soft strip activities

Suspended Ceilings

Soft stripping of suspended ceilings is to be carried out using the above-mentioned hand tools, access is to be gained from aluminium tower scaffolds erected by trained and competent operatives.

Ceiling tiles will be carefully lifted down from their frame by the operative in the access equipment and passed down to another operative on the floor who will stack the tiles carefully for potential re-use.

The support framework structure will be dismantled into individual sections by the operative in the access and equipment and passed to the operative on the floor who will stack the sections of framework for potential re-use

Suspension wires will be released from the underside of the concrete soffit by unbolting using suitably sized socket/spanner and removed. Beware of sharp suspension wires and lagging clips when removing adjacent equipment.

Carpet and Vinyl Sheet/tile Flooring

Carpet tiles and vinyl sheet flooring will be carefully taken up generally by hand if the adhesive is weak, should this method prove too difficult then the flooring will be carefully lifted using a handheld floor scraping blade. Floor box covers will be carefully removed and set aside for re-use. It is anticipated that below the soft flooring finishes there may be terrazzo flooring, if this is discovered then the project team will be alerted and further guidance requested before further works are carried out.

Wall Finishes

Ceramic wall tiling will be carefully removed using hand tools such as small lump hammers and bolster chisels. It is anticipated that below the wall tiled finish there may be terrazzo wall tiling, if this is discovered then the project team will be alerted and further guidance requested before further works are carried out.

Wallpaper to walls that remain will be removed by softening the paper using soapy water/streaming equipment, when the paper has been softened it will be removed by hand using wallpaper scraping blades.

Plasterboard/Timber Partition Walls

Stud walls will be removed using, a combination of hand tools, hand saws and reciprocating saws. Where possible stud walls will be unscrewed but otherwise will need to be prised from position ensuring a timber batten is used to protect the floor screed / ceiling. Working from the top and working down, the walls will be cut into small manageable sections. Care will be taken where partition abuts adjacent structures/surfaces and additional protection measures will be utilised in these instances, any skirting to the partition will be carefully removed using suitable hand tools prior to removal of the partition and set aside for potential re-use.

Brick/block Walls

For brick/block walls; operatives will set up an exclusion zone around the walls to be removed. MEWPS/tower scaffolds will be used to access the top of the wall. The walls will be taken down starting at the top and work course by course reducing the wall down. The operatives will begin carefully using Arboursaws to cut the mortar joints of the individual blocks to loosen the masonry, then small lump hammers, if the wall is proving difficult to remove, then the use of lightweight hand held pulverisers/breakers will be used to reduce the wall. This should be done progressively, stopping to remove the rubble periodically to avoid overloading of the floor and to reduce trip hazards. FFP3 masks must be used at all times and the correct eye protection for the task in hand. (Please refer to the RPE and PPE standards outlined in this method). Care will be taken where partition abuts adjacent structures/surfaces and additional protection measures will be utilised in these instances, any skirting to the partition will be carefully removed using suitable hand tools prior to removal of the partition and set aside for potential re-use.

A banksman will be in place to control the exclusion zone.

Fixtures and Fittings

The metal fire shutters will need to be fully investigated as to whether they can be removed. If it is possible without damaging adjacent structures/finishes they will be carefully dismantled using appropriate handtools such as screwdrivers, socket sets, reciprocating saws, hammers and chisels. The shutter screen once removed from its tracks will be cut using the recip saw into smaller more manageable pieces for removal to the skip. Care will be taken not to damage the internal heating equipment and adjacent structures/finishes and additional protection measures will be utilised if required.

Door ironmongery will be carefully removed using appropriate handtools such as screwdrivers and set aside for re-use. Doors leafs will be removed from their frames by unscrewing the hinges using cordless screwdrivers, placed on the floor and then cut into sections with the reciprocating saws to reduce manual handling. If the frames are removed then these will be carefully removed by using appropriate handtools such as screwdrivers, hammers and chisels, unscrewing the frame fixings where possible but gently pulling the frame away from the wall. Care will be taken not to damage the internal heating equipment and adjacent structures/finishes and additional protection measures will be utilised if required.

The Weathermaster casings will be removed after the casings have been environmentally cleaned they will be carefully dismantled using appropriate handtools such as screwdrivers, hammers and chisels. Care will be taken not to damage the internal heating equipment and adjacent structures/finishes and additional protection measures will be utilised if required.

Toilet cubicles and vanity units will be carefully dismantled using appropriate handtools such as screwdrivers, socket sets, hammers and chisels. Care will be taken not to damage the adjacent structures/finishes and additional protection measures will be utilised if required.

Sanitaryware to be removed will be fully isolated, drained down and made safe by others prior to be removed. The items will be removed by using appropriate handtools such as screwdrivers, socket sets, hammers and chisels. The larger items will be broken down into smaller more manageable pieces.

The Telelift equipment will be carefully dismantled using appropriate handtools such as screwdrivers and socket sets. Care will be taken not to damage the adjacent structures/finishes and additional protection measures will be utilised if required.

Corner protection items to walls and columns will be carefully removed using appropriate handtools such as screwdrivers, hammers and chisels. Care will be taken not to damage the adjacent structures/finishes and additional protection measures will be utilised if required.

Window blinds will be taken down using the above-mentioned hand tools, access is to be gained from aluminium tower scaffolds erected by trained and competent operatives. An operative will carefully remove the vertical slats of the blind passing them down to an operative on the floor. The blind mechanism bar will be released from the clip brackets and passed down to the operative on the floor as before, the clip brackets will be unscrewed from the internal window soffit.

Signage will be carefully unscrewed using a screwdriver so as to not damage adjacent structures/surfaces.

M&E Lagging Removal

All M&E lagging will be removed prior to dismantling M&E, Strict processes and safety measures will be followed while removing the lagging. Works will be carried out by experienced operatives using small demolition orientated hand tools.

- FFP3 masks must be used at all times and the correct eye protection for the task in hand. (Please refer to the RPE and PPE standards outlined in this method), operatives will be clean shaven and all will have current face fits. Whilst stripping the lagging, it will be carefully sprayed to help contain and reduce air Bourne fibres (White overalls to be worn at all times, once completed overalls must be disposed of in sacks and put into the skip in the loading bay.
- 4 metre exclusion zone will be erected to areas, where the lagging removal is taking place.
- Lagging to be placed into sacks immediately, then placed into wheelie bins and disposed of in the skip positioned in the loading bay.

M&E Removal

This generally consists of steel pipework, cables and trays, sprinkler systems, air-con units, ducting, gas pipe, and water pipes.

Before commencement of works, all M&E will be fully isolated, de-gassed by a Bowmer & Kirkland specialist M & E contractor who will issue written confirmation/certificates of isolation/ de-gassing. Any services that need to remain live, will be clearly marked up and identified in a drawing provided by Bowmer & Kirkland.

The M&E will be removed after the ceilings and partitions have been removed, to give clear access for the MEWP to operate.

The RIS site manager will hold tool box talks with all operatives to identify the live M&E.

All M&E will be removed using a combination of reciprocating saws/battery powered drills and hand tools. All fixings / brackets back to the substrate will be removed by drill, i.e. wont be pulled with force / cut in a way that would potentially damage the surrounding area. Also generally where screw heads have sheered / become blunt may need to use pliers instead

Hand arm vibration will be monitored during the works, to ensure operatives are working to the trigger times when using the reciprocating saws. The times will be monitored by the supervisors and recorded on HAV exposure forms.

All metals arising from these works, will be reduced down and loaded into rubble trucks or onto turntable trucks and taken to the lift. Any larger units will be cut down into manageable pieces.

To enable the operatives to reach the M&E to be cut out, small scissor lifts will be used these will be operated by IPAF trained and competent personnel.

Note: We are to ensure that the scissor lifts are spaced more than 15 metres apart from each other, to ensure slabs and beams are not overloaded.

Each scissor lift will be operated and driven by one driver who will manoeuvre and position the scissor lift into position.

2 no. banksman will be located to assist the operative within the MEWP. The areas will be segregated off with crowd barriers and adequate signage to form an exclusion zone around the work area.

The banksman will police the area around the works at all times.

M&E at high level will be dismantled, using reciprocating saws by cutting them into small manageable sections. Two operatives will work together, one will cut the section and the other operative will support it and then pass it to another operative at ground level. The small manageable sections can then be loaded, into wheelie bins or placed onto turntable trucks to be taken to the lift and disposed of in a skips positioned in the loading bay.

Where the operatives are unable to access the high level M&E to cut into small manageable sections, the operatives will cut the M&E where accessible into larger sections and lower down using genie lifts, the genie lift will be placed under the section and then the forks, will be wound up in to place to support the section that's being cut, the section will be cut between the support bracket, this will leave the remaining sections supported, then the operative will lower the section.

When using the Genie lift, ensure the Genie is on a level floor and is level, it is to be raised up to the section that is being cut, the Genie lift is placed centrally under, to evenly support the section that is being lowered and the sections to be no longer than 2mts.

Once lowered to the ground the operatives, will dismantle the section using reciprocating saws, by cutting them into small manageable sections. The small manageable sections can then be loaded into wheelie bins or placed on turntable trucks, to be taken to the lift and disposed of in a skips in the loading bay.

Care should always be taken to not damage the substrate when removing fixtures as described in the procedure above.

Manual Handling

The Company Standard Procedure for all manual handling activities ensures that:

All activities will be assessed in relation to risks from manual handling and where possible automated processes will be used as an avoidance technique.

All employees will have received training in kinetic lifting, our company policy is to ensure all employees are fit for work, that materials and waste removal devices (skips, vans etc.) are positioned as close to works areas as possible. We shall use a variety of equipment such as wheelie bins and turn table trucks/trolleys to reduce the risks from manual handling.

Where it has been assessed that there is a risk of injury from manual handling, the first consideration must be whether the loads need to be handled at all, or whether handling can be minimized. The potential for eliminating the handling of loads on sites is limited but the positioning of storage, delivery and waste handling skips, or vehicles can reduce the need for extensive handling.

Where there is no alternative, the use of mechanical handling should be given consideration – this should be done by the Contract or Project Manager at the planning stage.

You should always follow instructions given on how to carry out a manual handling task in accordance with its risk assessment

Project Specific Manual Handling

All large/heavy items will be cut/dismantled into smaller manageable sections.

Removal of plant and equipment will be via rubble trucks and turntable trolleys/wheelbarrow and large wheelie bins to the goods lift.

Site Specific Personal Protective Equipment

The PPE listed below is compulsory on Rhodar Industrial Services sites and must comply with the following British Standards:

- Steel toe capped/mid soled boots - EN ISO 20345
- Hard Hat – EN 397:1995
- Hi Visibility Vest – EN471:2003 + A1 2007
- Gloves – Standard/Soft Strip EN 388 2121. Hot Works EN388:2003 4244
Sharps EN388:2003 4544. Anti-Vibration EN388:2003
- Safety Eye Protection – standard CE EN 166 FT Certified. For Hot works EN175 F

The following PPE is to be used as and when necessary:

- Ear Protection Ear Plugs CEN352-2 and Hearing Protectors EN352-1:2002
- PPE associated with hot works and described in the “Hot Works” section of this Method statement – Gloves EN388:2003 4244 - Fire retardant hi vis overalls EN ISO 11611:2007 A1, EN ISO 11612:2008 A1, B1 C1, GO/RT EN 3279, ISSUE 6, 2008 and Goggles EN175 F
- Overalls for soft stripping – Blue paper overalls, E14325:2004

The following RPE is to be used as and when necessary:

- RPE (respiratory protective equipment) – Half face Sundstrom SR100 EN 140:1998
- RPE (for soft strip or activities generating dust) - P3 Filter Masks EN149:2001

Gloves			Eye Protection		
Standard/Soft Strip	EN 388 2121	X	Standard	CE EN 166 FT	X
Hot Works	EN388:2003 4244		Hot works Goggles	EN175 F	
Sharps	EN388:2003 4544	X	Ear Protection		
Glass	EN388:2003 4543		Ear Plugs	CEN352-2	X
Anti-Vibration	EN388:2003		Hearing Protectors	EN352-1:2002	
Kevlar Sleeves	EN388: 134xc EN407 x1	X			
Overalls			Masks		
Fire retardant hi vis overalls	EN ISO 11611:2007 A1		P3 Filter Masks	EN149:2001	X
Blue/white paper overalls	E14325:2004	X	Half face masks	SR100 EN 140:1998	X

All PPE used must be suitable for the task being undertaken; it must be in good condition and fit for purpose.

If you find any item of PPE to be faulty or unsuitable for the work activity being undertaken, stop work and notify your supervisor immediately.

Disposal of Materials

Materials will be transported from the working area via the designated route in large wheelie bins or pull trollies to the external goods lift lowered to the ground where a separate team will transport the bins to the appropriate skips, where a small machine with grab will load the skips

Waste skips will be in an exclusion area adjacent to the goods lift, this is to be agreed on site, this area is always to be securely fenced.

The skips will be loaded with an 8-tonne machine using a rotating grab attachment, the machine will carefully load the skips using the grab.

No-one will be in the exclusion zone when the skips are being loaded, there will be a banksman in place at the entrance to the exclusion zone.

Skip exchange and drop offs will be carried out using roll on/off wagons.

A trained and competent banksman will be used to monitor all vehicle movements and to ensure that they are being carried out safely and in the correct manner.

All deliveries are to be pre booked and agreed by the site supervisor in liaison with the waste management company, and the client's logistics manager.

All waste is to be loaded into skips at the end of each shift.

Skip wagons must always be sheeted; the sheeting system must be an automatic operation; we will not tolerate drivers climbing onto skips or loads. Any persons found climbing on skips which are lorry mounted will be dismissed from site.

The skip wagon will then be escorted from site by a banksman.

The materials will be taken directly to a waste management facility and processed.

Vehicle movement will always be monitored by a banksman

- **Site Finish**

The site will be left clean and tidy with no trip hazards present, ready for the Bowmer & Kirkland sign off.

- **Demobilisation**

We will demobilise in reverse manner to mobilising

Key Safety Issues

1. Asbestos

All Operative's employed by Rhodar Industrial Services on ANY project MUST have undertaken Asbestos Awareness Training at minimum, however we also ensure our demolition operatives undertake 'Removal of Non-Licensable Asbestos' training on an annual basis.

A Demolition / Refurbishment Asbestos Survey must be undertaken by law, prior to the carrying out of any Demolition or Major Refurbishment works.

Please ensure that you have witnessed, read and understood the Demolition / Refurbishment Asbestos Survey report before works commence. A copy of this report should always be available on site.

All Notifiable Asbestos products detailed within the Demolition / Refurbishment Asbestos Survey will be removed prior to any Demolition/Soft Strip works, by fully trained Asbestos Abatement operatives, employed by an HSE Licensed Asbestos Removal Contractor.

This will be carried out under a separate methodology/risk assessment.

Operatives are to be aware of the potential dangers of hidden Asbestos within the working environment, which may not have been picked up during the Demolition / Refurbishment Asbestos Survey.

Should any potential Asbestos Containing Materials, other than obvious Asbestos Cement Products, be discovered during the work, please stop work within the immediate area, and notify The Site Supervisor or a Senior Member of The Site team.

2. Respirable Crystalline Silica (RCS)

Stone, brick, tile and concrete contain silica and produce silica dust known as RCS. Many activities undertaken during the demolition works process produce silica dust into the atmosphere, these activities are listed within our risk assessment.

Inhaling silica dust can lead to silicosis, a serious and irreversible lung disease that causes permanent disablement and early death. The dust is invisibly fine and gets deep into the lungs.

Crystalline silica concentrations in common materials

plastic composites	up to 90%
sandstone, gritstone, quartzite, flint	more than 70%
concrete, mortar	25% to 70%
shale	40% to 60%
china stone	up to 50%
tile	30 to 45%
slate	up to 40%
granite	up to 30%
brick	up to 30%
ironstone	up to 15%
basalt, dolerite	up to 5%

The amount of silica dust breathed in by all site operatives will to be minimised by reducing as far as possible the amount of airborne dust. Please see the risk assessment for control measures suitable to the specific demolition task or activity. By following these controls, the amount of airborne dust will normally be below the workplace exposure limit (WEL) of 0.1 mg/m³ expressed as a time weighted average (TWA).

3. Confined Spaces

There are no Confined Space activities taking place during our scheduled works.

4. Hand Arm Vibration

We must, as an employer, assess and identify measures to eliminate or reduce risks from exposure to hand-arm vibration so that we can protect employees from risks to their health.

Regular and frequent exposure to hand-arm vibration can lead to permanent health effects. This is most likely when contact with a vibrating tool or work process is a regular part of a person's job. Occasional exposure is unlikely to cause ill health.

Therefore, when using reciprocating saws, operatives are to ensure they are at the most minimal risk of ill-health, conditions such as hand-arm vibration syndrome (HAVS), as well as specific diseases such as carpal tunnel syndrome.

The control measures that Rhodar Industrial Services have in place to reduce this risk are to check the vibration magnitude which will come with the equipment from the hire company and use the following table;

	Vibration magnitude m/s ² r.m.s.	Exposure points per hour	Time to reach EAV 2.5 m/s ² A(8) hours	minutes		Time to reach ELV	
						5 m/s ² A(8) hours	minutes
Makita JR3070 Reciprocating Saw	8.5	145		42		2	46

EAV - Exposure Action value - If exposure time is expected to exceed this figure a full risk assessment should be completed.

ELV - Exposure Limit Value -What the tool user can be subjected to in a working day and must never be exceeded.

5. Noise Monitoring

The works will take place adjacent to residential properties, therefore due to the sensitive nature we will limit works to sociable hours. Please see the below table for average noise readings;

MACHINE	AT 5 METRES	AT 7 METRES	AT 10 METRES	OPERATOR EAR (Inside Cab)
Komatsu 130	86		80	83
Komatsu 210	90-93		83	80-83

Komatsu 290	86	78 – 85		70 -80
Hyundai 320	90	82- 87	84	76 - 84
Hyundai 250	90			
Pneumatic Hammer				96
Background noise	During demolition works – 63 - 74			

6. COSHH

It is a clear standing instruction that all hazardous substances must not be used without an assessment being completed.

Under COSHH there are a range of substances regarded as hazardous to health, the following will be used by Rhodar Industrial Services during this project, a detailed COSHH assessment is held on site by the site supervisor and should be read prior to use of the substances.

Substances which will be used during the demolition Works:

Oxygen		Compressor Oil	
Propane		Lubricating Grease	✓
Gas Oil/Diesel	✓	Petrol	
Engine Oil	✓	Hydraulic Oil	✓
Lubricating Oil	✓	Activate	

Labour/Operatives Details

Name	Job Title	Qualification
Stephen Barker	Supervisor	CCDO ✓
Anthony Maylett	Supervisor	CCDO ✓
Anthony Pickering	Supervisor	CCDO ✓
Robert Hawkins	Operative	CCDO ✓
Anthony Oliver	Operative	CCDO ✓
Colin Moth	Operative	CCDO ✓
Peter Moore	Operative	CCDO ✓

Protection of Existing Structure, Features and New Work

The external windows.

The main fabric/structure of the building.

Access stairways.

Environmental Issues

The following Environmental issues will be present during Mechanical Demolition.

- Noise
- Dust
- Drains
- Refuelling of Plant
- Waste streams

See the environmental section of site-specific Risk Assessment for issues relating to mechanical demolition.

Access/egress

Access to site is to be gained via Miller Street and reporting to Rhodars logistics manager to enable access on to site

Logistics (Delivery/Materials)



Miller Street, Manchester M60 OAL

The site entrance is of Miller Street for the skip deliveries into the loading bay this is controlled by Rhodar Logistics Manager site security.

Plant Details

Plant	Driver Name	Driver Qualification	Plant Certification
8 Tonne excavators	Anthony Mangan	CPCS	On site

Should any Hired in Plant be delivered to site, please ensure relevant documentation is supplied by the hire company and that the information is inserted above.

Temporary Lighting and Power (Inc. PAT)

Rhodar Industrial Services are to hire a small generator and several task lights to be used for the last number of hours during the day until daylight as and when required.

All temporary Power and Task Lighting is to be supplied by the Principal Contractor

PAT Testing and paperwork must be on site with the Rhodar Industrial Services Supervisor.

Emergency Procedure (Inc. Rescue, & First Aid)

The Rhodar Industrial Services on site first aider will be one of the following;

Steve Timperley	Fully Appointed
Michael O'Loughlin	Fully Appointed ✓
Craig Hughes	Fully Appointed ✓
Steve Barker	Fully Appointed ✓
Shaun Griffith	Fully Appointed
Anthony Pickering	Fully Appointed
Robert Hawkins	Emergency First Aid at Work
David Redfern	Emergency First Aid at Work
Anthony Maylett	Emergency First Aid at Work ✓
Aaron Larmour	Emergency First Aid at Work

A fully stocked first aid kit is kept in the Supervisors office on site.

The First Aid Kit must be sufficient for the number of operatives and the activities being carried out on site

Rhodar Industrial Services will follow Bowmer & Kirkland emergency procedures, which will be explained on site induction when works begin.

Permits to Work

The supervisor will obtain permits from Bowmer & Kirkland site management team.

Supporting Documentation

Appendix 1 – Risk Assessment

Appendix 2 – COSHH Assessment

Method Statement Briefing Record

By signing this document I am declaring that I have read and understood the contents of the Method Statement, and that I will not undertake any activity on site which deviates from the information and guidance contained in this document.

[illegible]

CONFIRMATION OF SERVICE ISOLATION/DISCONNECTION

If written confirmation of service disconnections is not present in the site file, the client should produce written confirmation on site.

If however no written confirmation is present, you can proceed with due care if the client signs this document to confirm services have been isolated/disconnected.

If no one is present on site advise the office immediately who will email this to the client for confirmation prior to demolition works commencing.

I confirm that all necessary services have been isolated/disconnected in order for the demolition work to take place.

Signed:

Print Name:.....

Date:

Name of Organisation:

If any services are to remain live throughout the project they must be clearly identified to the site Supervisor:-

Services that are still live are:

.....

.....

.....

Signed by the Client:

Signed by Rhodar Industrial Services Supervisor.....

This document must be kept on site and returned to the office at the end of the project with other relevant paperwork.

SITE INDUCTION FORMAT FOR VISITORS AND SITE STAFF

You will be asked to complete the induction sheet.

Please be aware that this is a working demolition site.

Suitable Safety PPE to be worn as required.

You will be provided with a yellow hard hat and high visibility tabard to be handed in before leaving.

These must be worn correctly at all times on site, except in welfare facilities.

You must be accompanied at all times on site by a representative of Rhodar Industrial Services Ltd. For your safety follow the instructions of Rhodar Industrial Services Ltd staff at all times.

You must not enter exclusion zones beneath high level work.

Pedestrians beware of vehicle and machine movements.

In case of an emergency, the demolition assembly point is the site cabin at the entrance to our site.

You must sign in and sign out at the gate on each site visit.

It is illegal to smoke inside any building, warehouse, cabin, site machine/van etc, you are legally able to smoke outside the building; however if the site still belongs to a client they are entitled to state smoking must be outside the perimeter of the clients site and we have to adhere to the clients regulations.

Given by appointed person on site.

Site Induction

The under noted have attended the site induction

[illegible]

Std - Site Induction Form

Tool Box Talks

The under noted have attended the tool box talk given by the appointed person.

[illegible]

Tool Box Talks

CLIENT FEEDBACK FORM



****Supervisor – Please sign the below upon completion of works and then pass to the client to give feedback**

JOB NO					
CLIENT					
LOCATION					
DESCRIPTION OF WORK					
CONTRACT PERIOD	From:	To:			
RHODAR INDUSTRIAL SERVICES LTD SUPERVISOR – I confirm that the site has been checked, left safe, clean and tidy and that all equipment, tools and consumables have been removed.					
Signed:		Print Name:			
Date:					
CLIENT –This is to confirm that Rhodar Industrial Services Ltd have successfully completed all contracted work to our satisfaction. Accepted for and behalf of the client.					
Signed:		Print Name:			
Date:					
CLIENT COMMENTS: In our endeavour to provide our clients with quality service we should be pleased if you would take a few moments to complete the following:					
	Excellent (5)	Good (4)	Average (3)	Below Average (2)	Poor (1)
Communications with Office					
Paperwork received from office					
Attitude of team on site					
Workmanship					
Communication with Client (site)					
Time keeping					
Health & Safety Measures					
Additional Comments:					

Excess:	£2,500 in respect of third party property damage/third party bodily injury claims
Extensions:	(i) Indemnity to principal (ii) Contingency cover in respect of actions of bona fide sub-contractors

CONTRACTORS ALL RISKS

Insurer:	Chubb European Group SE
Policy No:	UKCRND25366
Period of Cover:	31/05/2020 – 30/05/2021
Limits:	Any one contract: £2,500,000
Hired in Plant:	Any one item: £ 250,000
Extension:	Continuing hiring charges
Excess:	£2,500 each and every claim

PROFESSIONAL INDEMNITY

Insurer:	Hiscox
Policy No:	HU Pl6 1488475
Period of Cover:	31/05/2020 - 30/05/2021
Limit of Indemnity:	£5,000,000 any one claim and in the aggregate
Excess:	£15,000 each and every claim

PROFESSIONAL INDEMNITY EXCESS LAYER

Insurer:	HDI Global Specialty SE (UK) and Great Lakes Insurance SE (UK Branch)
Policy No:	HS MG6 1020201
Period of Cover:	19/12/2019 - 30/05/2021
Limit of Indemnity:	£5,000,000 any one claim and in the aggregate
Excess:	£15,000 each and every claim

Total Professional Indemnity Limit £10,000,000 any one claim and in the aggregate

We can confirm that the Insurance Premiums are paid up to date in respect of the above periods of cover.

We have placed the insurance which is the subject of this letter after consultation with the client and based upon the client's instructions only. Terms of coverage are based upon information furnished to us by the client, which information we have not independently verified.

This letter is issued as a matter of information only and confers no right upon you other than those provided by the policy. This letter does not amend, extend or alter the coverage afforded by the policies described herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this letter may be issued or pertain, the insurance afforded by the policy (policies) described herein is subject to all terms, conditions, limitations, exclusions and cancellation provisions and may also be subject to warranties. Limits shown may have been reduced by paid claims.