Method Statement

Task Briefing For:
REPOINTING OF DEFECTIVE MORTAR JOINTS EXTERNAL ELEVATIONS INCLUDING MASONRY DE-SCALING

Task Briefing Number:
00002

Revision	Prepared by:	Approved by:	Date:
1.0	Steve Eccleshare		18.05.17
2.0			

	Signature	Date:
Bullen Conservation Ltd Appointed person	John Clare Gary Mitchell	07973 618601 07908 223185

Contact	**Contact Name**	**Tel: Number**
Manchester Royal Infirmary	A&E	0161 276 1234

Scope of works:

To carry out patch repointing works to all four elevations of 8 Cable Street, Manchester.

Permits required:
Permit to access work area.

Working hours and resource levels:
Working hours 8.00am – 5.30 pm Mon –Friday

Supervision:
John Clare

Operatives:
John Clare
Gary Mitchell

Plant
Tube and fitting access scaffold
Small hand tools
110v fein cutters
Fuel cans
110 v mixing paddle
110 v Leads
Small hand tools - hammers, chisels, etc.

Materials
Natural hydraulic lime
Sand /well graded
Gorilla Buckets

PPE
Respirator
Goggles
Glasses
Gloves
Ear defenders
Hi Vis protective clothing/hats/boots

Other pre-start activities:
Bullen Conservation Ltd's operatives to have received a full set of working drawings indicating areas of defective pointing and de-scaling prior to works commencing on site.
All access scaffold to be completely handed over with by scafftag system before Bullen Conservation Ltd's operative enter.
All plant to be delivered to work area by mobile bogeys and use of the scaffold hoist.
All mortar samples to be approved by Client before works commence.

Environmental
All waste to be removed to Holroyd's licensed Tip Oldham

Sequence and Methodology:

REPOINTING OF DEFECTIVE MORTAR JOINTS

Bullen Conservation Ltd's operatives to receive full site briefing by Bullen Conservation Ltd's Supervisor including rams, COSHH and task briefing.
Bullen Conservation Ltd's operatives to report to site office at 7.45 am for daily site safety briefing.
Bullen Conservation Ltd's operatives to be fully aware of methods of work and associated Risks.

Proceed to work area.

1) Identify defective pointing areas as marked up on Bullen Conservation Ltd's drawing.
2) An assessment to be made if hand or power tools can remove the defective mortar joints.
3) All power tools to be connected to power supply at various levels.
4) When using power tools Bullen Conservation Ltd's supervisor to carry out HAVs recording on exposure chart.
5) All materials are to be distributed to work area via a four-wheeled bogey.
6) Consideration to be given for moving plant and safe movement of materials at all times.
7) Two number Bullen Conservation Ltd's operatives to work on the access towers with small hand tools and power tools if required.

8) Once the defective pointing has been identified proceed to remove the old lime mortar from the joint using a masons oscillating Fein machine, clearing debris as works proceed.
9) If power tools are required to remove the existing mortar, then full ppe must be worn including a dust face fit test.
10) Ensure the depth of the joint is cut back to a depth of twice the thickness of the joint.
11) Using a pressure water bottle lightly dampen down the joints ready for re-pointing.
12) No wetting of joints to be carried out in freezing weather conditions.
13) Test samples for mortar should be carried out and approved before any re-pointing works.
14) All sands and limes for mixes to be at a ratio of 3:1 sand and hydraulic lime.
15) Using Masons pointing irons firmly pack point the open joint flush with the approved lime mortar mix then leaving to cure for a period of 1-2 hours.
16) Once the pointed joint has cured firmly tamp back into the joint using a mason's churn brush, this exposing the fine aggregates and pack pointing the joint.
17) Carefully brush away any mortar residue left on the faces of the adjacent bricks.
18) Before the end of the working shift return to the pointed joints and lightly brush over the mortar joint with a sponge just to clean up the appearance of the exposed aggregates.
19) Cover all new work with hessian sacking.
20) Bag up all waste materials and debris and remove from site.

Control of Task Specific Risks

Significant Activity Hazards	**Controls**
Working at Heights	Any platform is to be fitted with handrails and toe boards. A rescue plan to be in place in all works at height. Do not stand on guard rails or handrails Do not over reach. Do not climb outside of the tower
Manual Handling	Manual Handling Must be avoided wherever possible. All operatives to have received Manual handling training. All bagged materials to be maximum 25 kgs. Delivery vehicles shall be unloaded within main compound. Correct gloves, footwear, clothing etc shall be worn. Two persons shall be instructed to lift no more than 33kgs in any one joint lift.
Control of hazardous substances. Lime Sand Resin. Dust. Fuel	All hazardous substances hazardous to health should be completely removed and replaced using a safer alternative. As a last resort the correct P.P.E MUST be provided, worn and maintained when handling hazardous substances. Manufactures information and Data sheets must be readily available at all times. All waste materials are to disposed of as the manufacturers recommendations at a licenced tip with written proof.
Masonry Dust	Respirators to be face fit tested. Operatives to be clean shaven. Respirator filters to be changed on a regular basis. High impact goggles to be worn at all times of cutting out masonry by hand.
Hand Arm Vibration	Use other methods if possible ie hand tools. Wear anti vibration gloves to reduce risk. Keep work periods to a minimum as indicated on Havs chart. Supervisor to monitor exposure periods. Regular health checks.
Struck by moving Plant/vehicles	Use designated pedestrian walking routes. Adhere to exclusion zones and do not enter unless authorised

Emergency Arrangements:

The nearest hospital with an Accident & Emergency Unit is located on Oxford Road, Manchester M13 9WL

In The likelihood of a fall or emergency on a scaffold then Bullen Conservation Ltd's supervisor (John Clare) to sound Emergency to notify nearby workers of an accident.

Details of the Operative.
Male/Female
Age –approximate
Weight-approximate
Known problems from the fall/broken leg. Conscious, Unconscious….
Equipment damage
Amount of time fallen/accident

In this situation no ropes or rescue equipment can be adopted from overhead rails and a rescue should not put any other operatives at risk.

The injured party should be kept warm and still until the emergency services arrive.

Site Identified Hazards	**Controls**

Task Briefing Record

Task briefing title
Task briefing number

Briefing given by:

Name	Position	Signature

Briefed to: (By signing below, I confirm that I have received and understood the briefing for this task.)

Name	Signature	Date & Time