Task Briefing For:
Individual Brick replacements for the External Elevations of 8 Cable Street, Manchester

Task Briefing Number:
00003

Revision	Prepared by:	Approved by:	Date:
1.0	Steve Eccleshare		18.05.2017
2.0			

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

Contact	**Contact Name**	**Tel: Number**
Works Manager		
Senior General Foreman		
BCL Safety Manager		

Scope of works:

To carry out isolated Brick replacements to the external facades of 8 Cable Street, Manchester.

Permits required:
Permit to access work area.

Working hours and resource levels:
Working hours 8.00am – 4.30 pm Mon –Friday
Supervision:
TBC
Operatives:
John Clare
Gary Mitchell

Plant
Mobile alloy access scaffold
Small hand tools
Petrol generators
Spill tray
Fuel cans
110 v mixing paddle
110 v Leads
Small hand tools - Hammers, chisels, etc

Materials
Natural hydraulic lime
Hilti Hit HY150 resin
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 to have received a full set of working drawings prior to works commencing on site.
Client to have completely ensured the ground is level and firm ready for Bullen Conservation Ltd to erect mobile access towers prior to works commencing on site.
All plant to be delivered to work area by wheeled bogeys.
All replacement bricks and 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:

Bullen Conservation Ltd operatives to receive full on site briefing by Bullen Conservation Ltd's Supervisor.
Bullen Conservation Ltd to report to site office for daily site safety briefing.
Bullen Conservation Ltd operatives to be fully aware of methods of work and associated Risks.

Proceed to work scope.

1) Identify bricks for replacement as marked up on Engineers drawing.
2) Bullen Conservation Ltd's PASMA trained operatives to fully erect scaffold access tower into position directly below work area ready for works to commence.
3) Bullen Conservation Ltd's supervisor to sign off access platform with a scafftag system.
4) Position petrol generator in a well ventilated area away from the direct work zone, this to be positioned directly on a drip tray.
5) All materials are to be distributed to work area via a 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 climb the access towers with small hand tools.
8) Proceed to cut out the defective brick-one operative holding a Gorilla bucket to collect debris and the other to hand cut out the brick by hammer and chisels.
9) Completely remove all existing mortar from brick arises using a hammer and chisel taking care not to damage the surrounding brick arises.
10) Clean out all the joints and wash free with clean cold water.
11) Proceed to cut replacement bricks to the correct size at ground floor ready for installation.
12) Initially offer up the new brick indent into position to ensure a perfect match for replacement.

13) Once the brick is in position pack point with lime mortar.
14) Leave the mortar to cure before brushing back the following day.
15) As works proceed to next brick area bag all waste materials ready for removal from site.
16) Proceed to next defective brick and repeat the above procedure.
17) Remove all bagged waste and protection from site.

Control of Task specific Risks

Significant Activity Hazards	**Controls**
Working at Heights	All access towers to be erected by fully Pasma trained operatives and introduce a scafftag check system. BCL supervisor and PASMA trained operatives to ensure the ground is level and firm to erect the tower safely. 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 by Skanska Bam Fork truck 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.
Slips/entrapment	Keep working area clear of materials and debris
Struck by moving Plant/vehicles	Use designated pedestrian walking routes. Adhere to exclusion zones and do not enter unless authorised

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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 tower scaffold/MEWP then Bullen Conservation Ltd's supervisor to sound the Emergency air horn to notify nearby workers of an accident.
First aid operative will make a decision to call the emergency services and the site supervisors as necessary.
The designated rescue commander will brief the emergency services of the following:

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