

NOTES & KEY

- Metal concrete deck to Structural Engineer Detail and Specification.
- Structure to SE detail and Specification. All web openings to be coordinated with MEP.
- Extent of proposed metal deck
- Extent of retained mezzanine deck

Openings to deck around columns to have a minimum 25mm gap to allow for 15mm movement tolerance and 10mm for construction tolerance.

Specification for infill to be confirmed. Acoustic and Fire rating requirements to be confirmed.

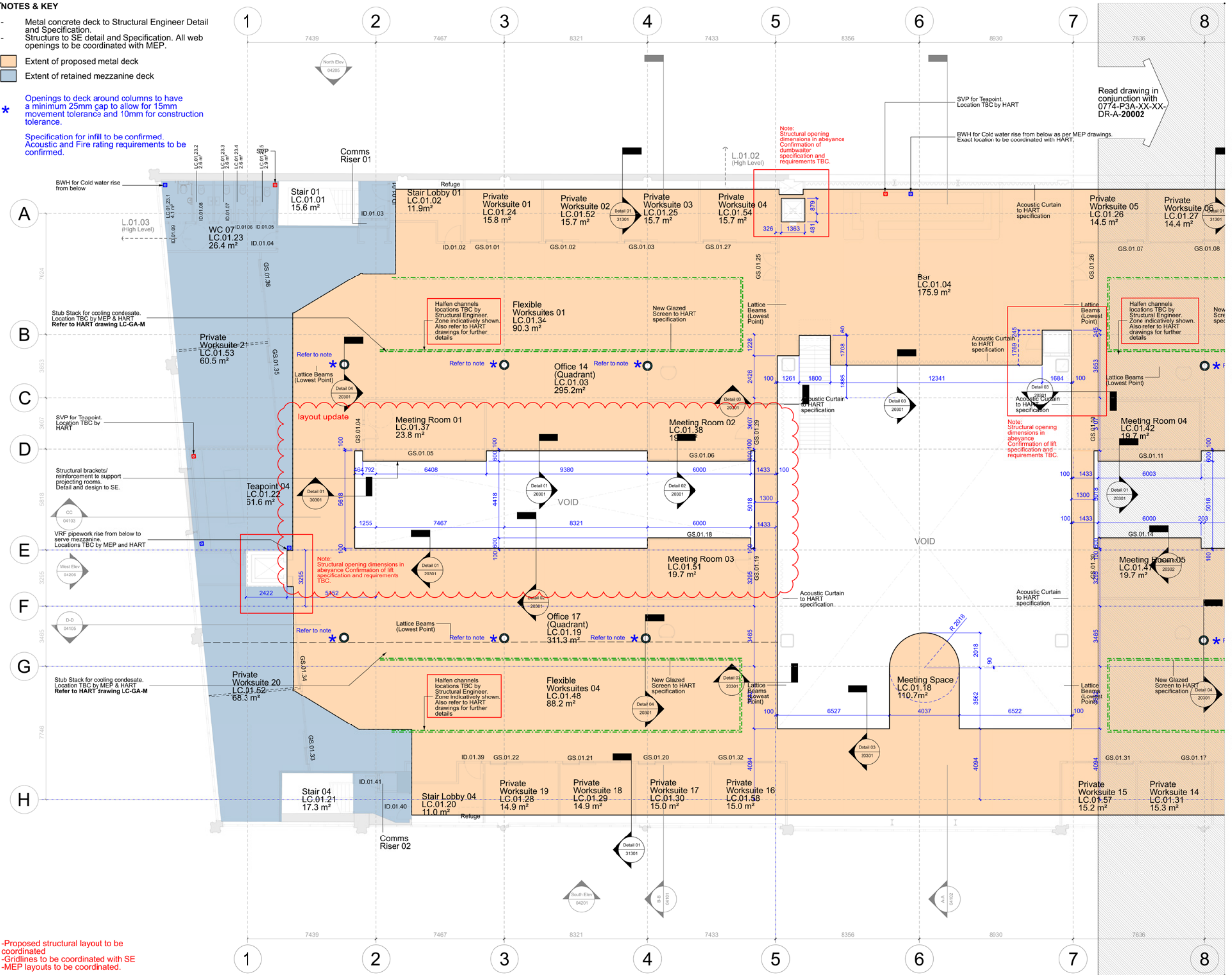
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(31) Series	External Window & Door Details
(32) Series	Internal Door Details



-Proposed structural layout to be coordinated
-Gridlines to be coordinated with SE
-MEP layouts to be coordinated.

Rev: Date: Description: By:

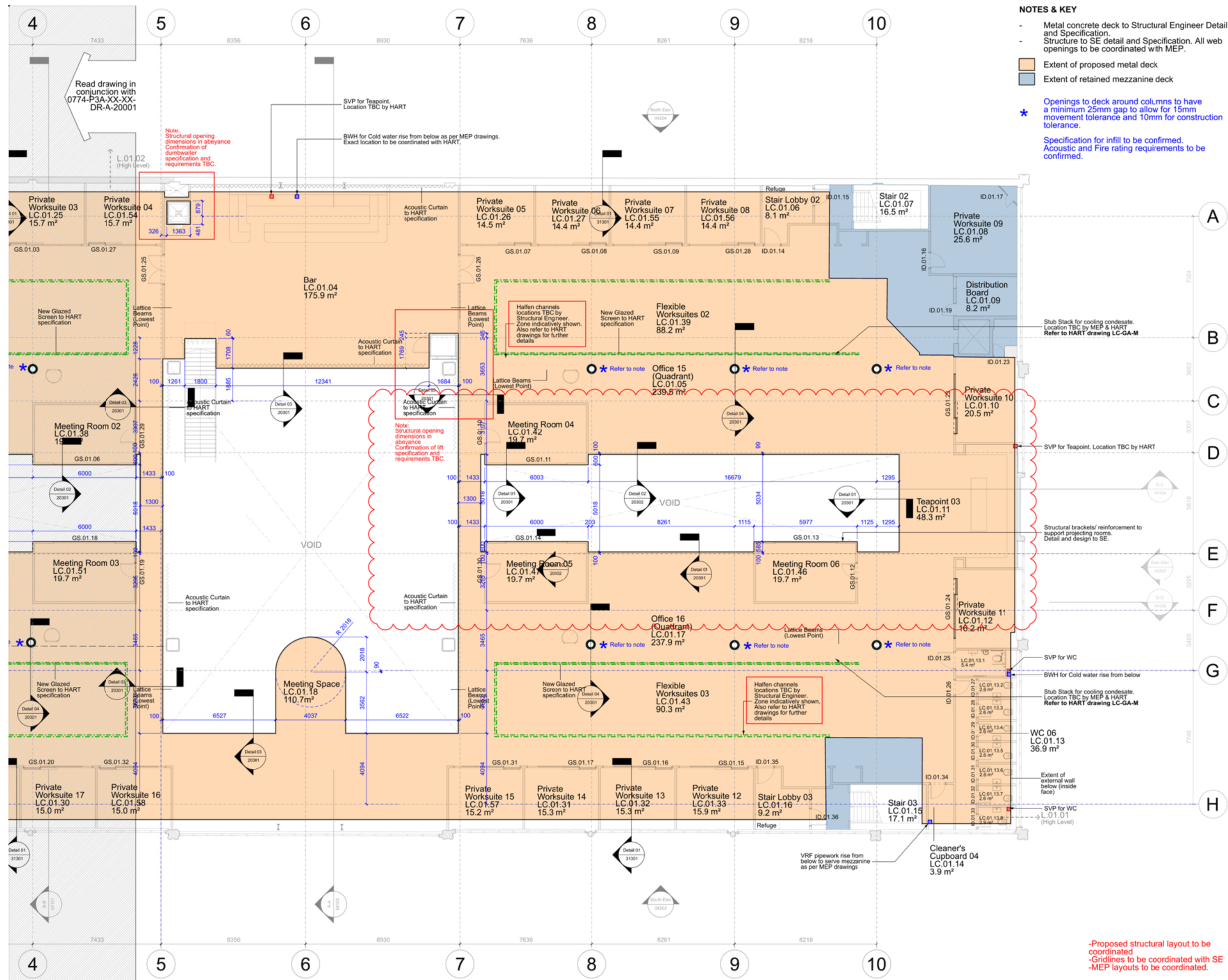
C02	03/07/24	Tender 02 Amend	JG
C01	01/05/24	Construction Issue	JG
T03	18/04/24	GA Amends	JG
T02	17/11/23	Updated to HART comments ws	JG
T01	27/10/23	First Issue	ws

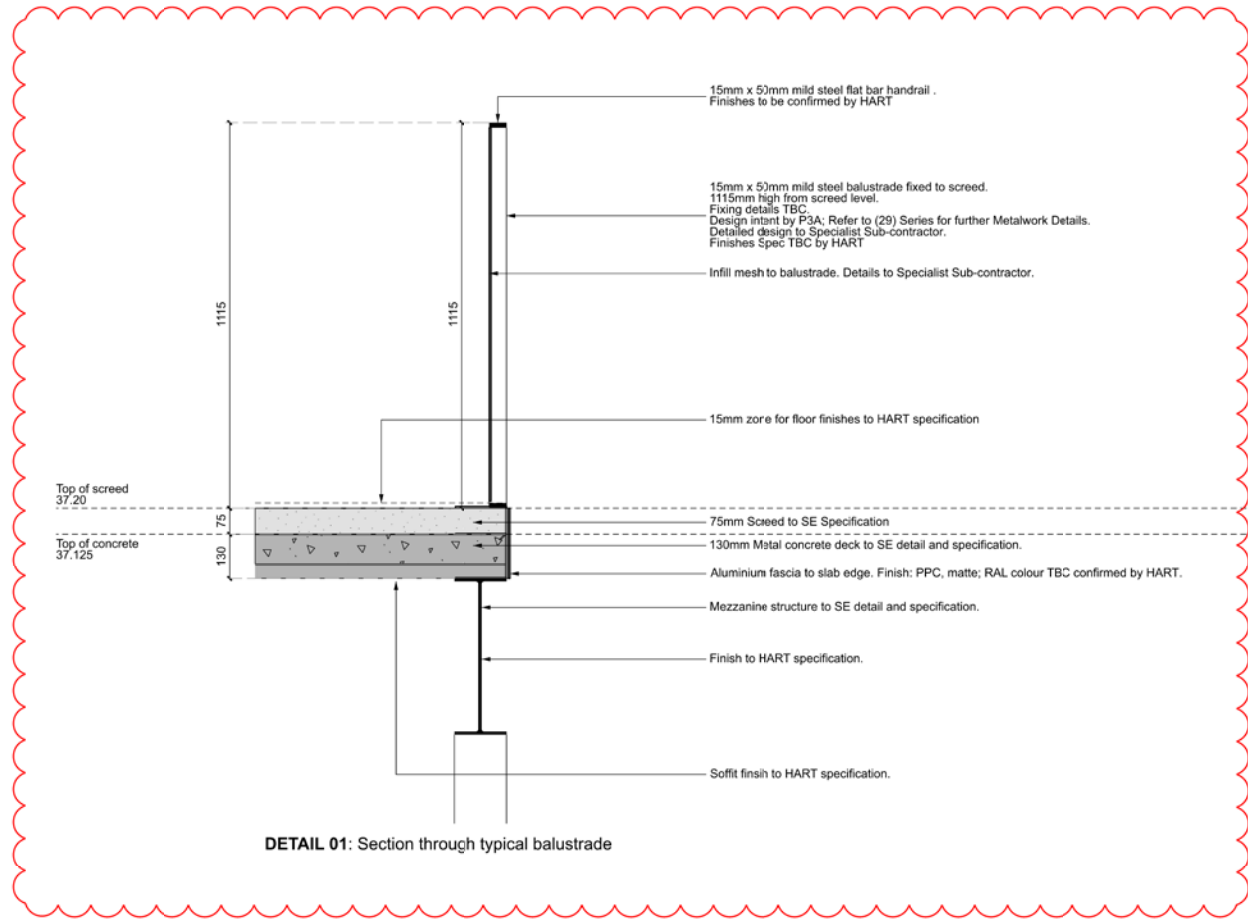


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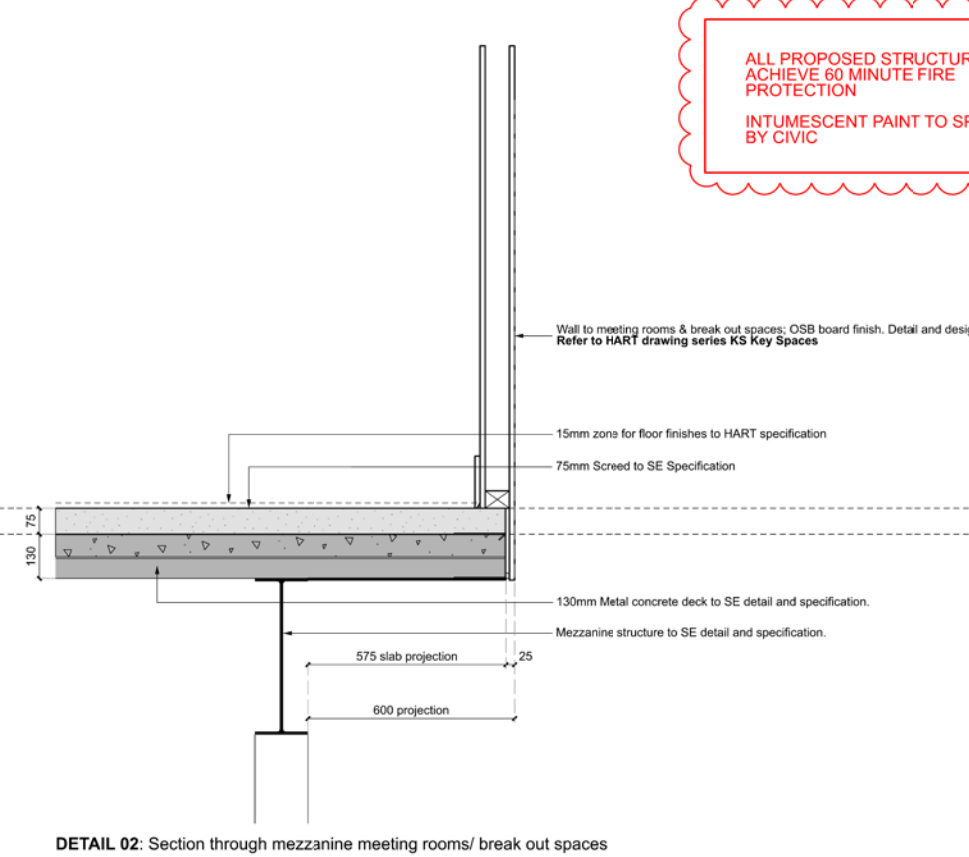
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Project:
Lower Campfield
Liverpool Rd, Manchester
Title:
Proposed Mezzanine Deck Details
& Setting Out (Sheet 1 of 2)
Status: Scale @ ISO A1:
CONSTRUCTION 1:100
Drawing Number: 0774-P3A-XX-XX-DR-A-20001 C02
Revision:





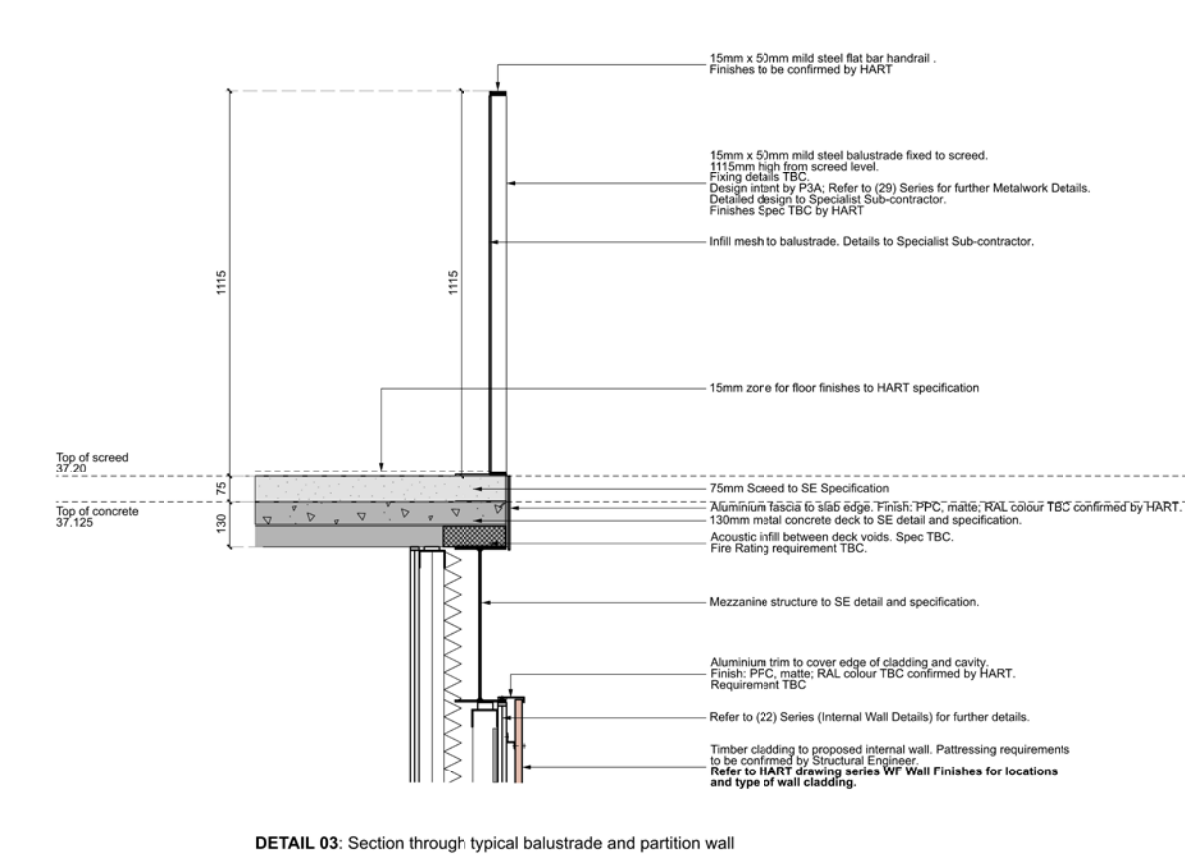
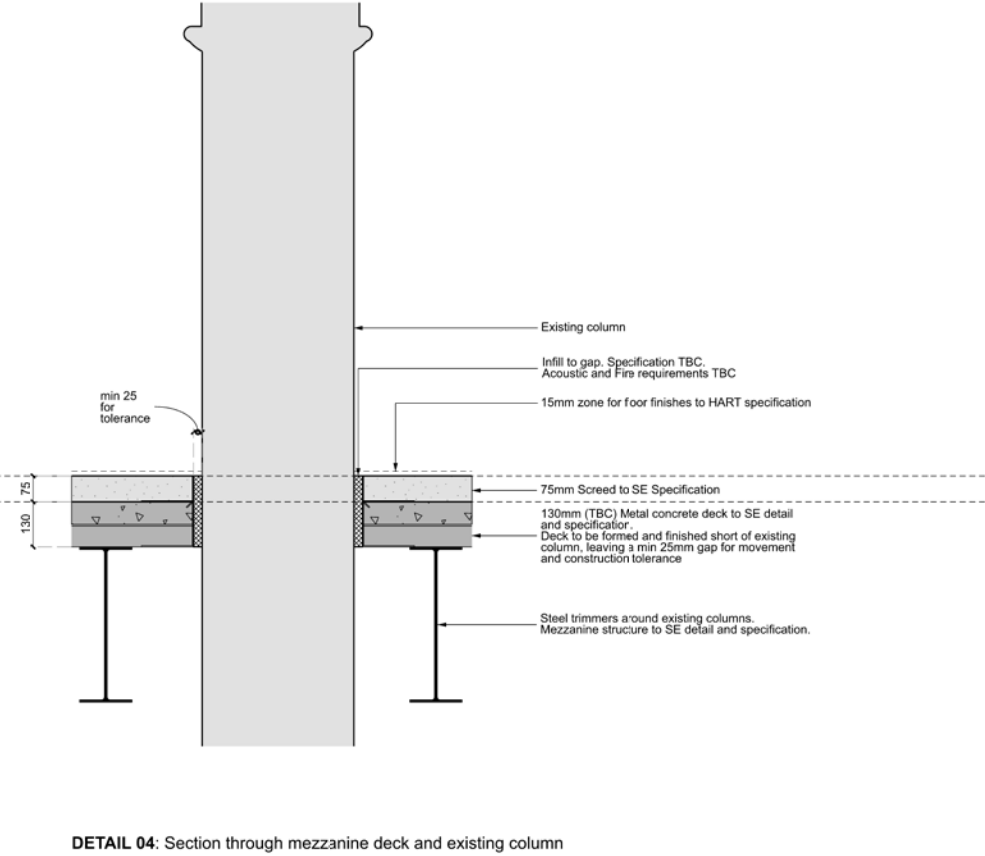
additional notation



ALL PROPOSED STRUCTURE TO
ACHIEVE 60 MINUTE FIRE
PROTECTION

INTUMESCENT PAINT TO SPECIFIED
BY CIVIC

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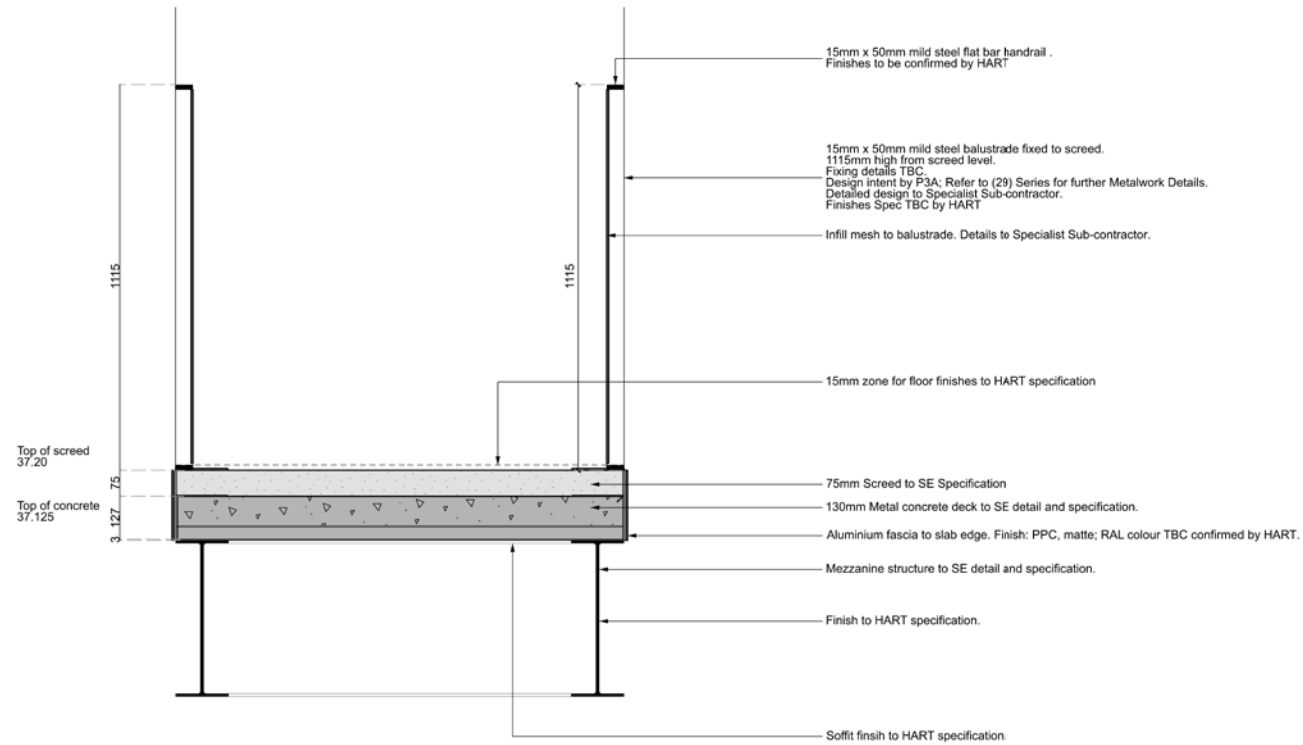


C02 06/06/24 Tencer 02 Amends ajb
C01 01/05/24 Construction Issue JG
T03 15/04/24 Annotation Amends JG
T02 17/11/23 Updated to HART comments ws
T01 27/10/23 First issue ws
Rev: Date: Description: By:

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Project:
Lower Campfield
Liverpool Rd, Manchester
Title:
Proposed Mezzanine Deck
Typical Details
Status: Scale @ ISO A1:
TENDER 1:10
Drawing Number: 0774-P3A-XX-XX-DR-A-20301 C02
Revision:



DETAIL 05: Section through Bridge

ALL PROPOSED STRUCTURE TO
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PROTECTION

INTUMESCENT PAINT TO SPECIFIED
BY CIVIC

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C02	03/07/24	Tencher 02 Amend	JG
C01	01/05/24	Construction Issue	JG
T01	18/04/24	First issue	JG
Rev:	Date:	Description:	By:



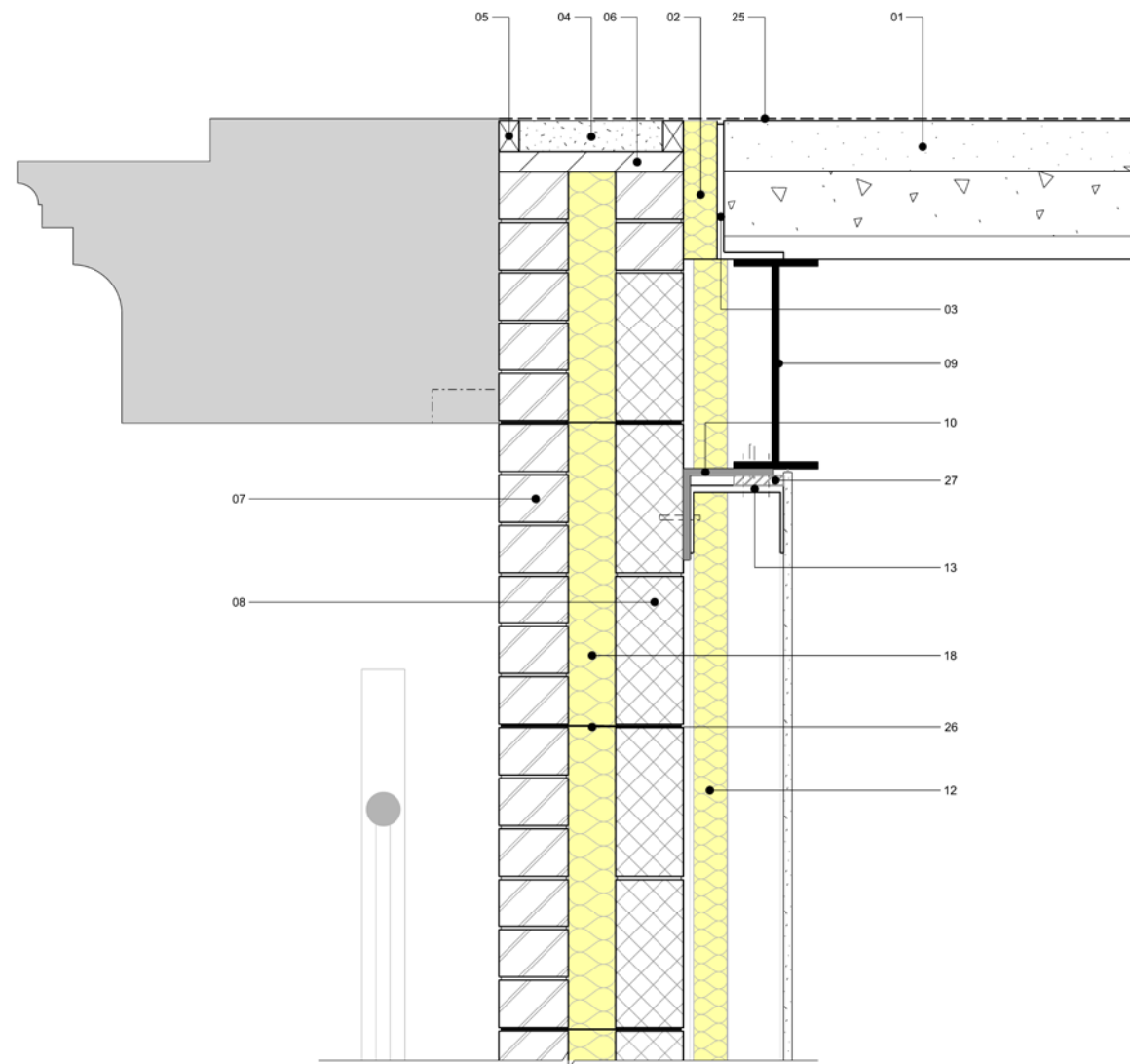
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Project:
Lower Campfield
Liverpool Rd, Manchester
Title:
Proposed Mezzanine Deck
Typical Details
Status:
CONSTRUCTION
Drawing Number:
0774-P3A-XX-XX-DR-A-20302

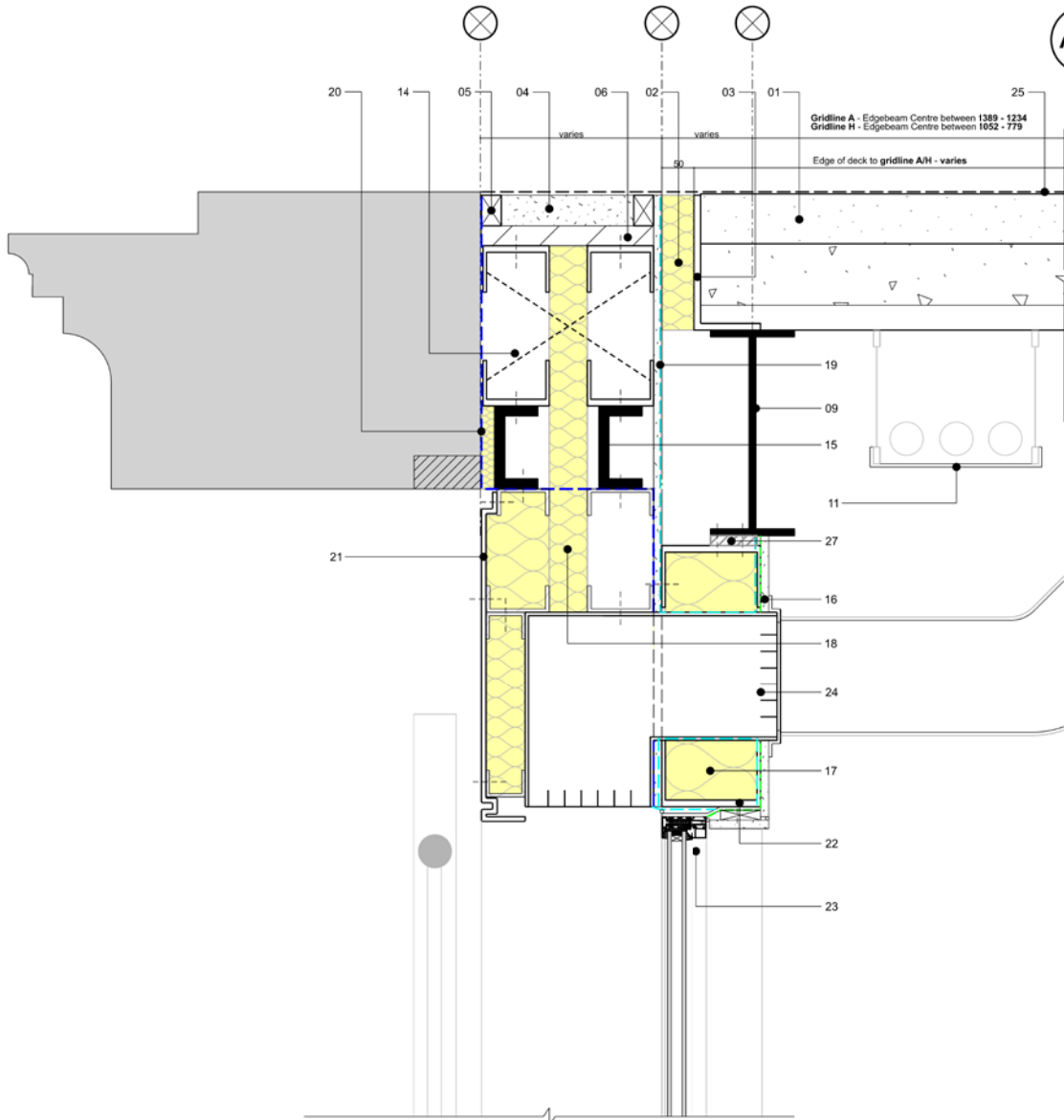
Scale @ ISO A1:
1:10
Revision:
C02



Typical Mezzanine Edge Detail - 01
General Detail

- 01. Proposed new mezzanine deck. 75mm lightweight screed over 130mm lightweight concrete in metal deck to structural engineers specification.
- 02. 50mm Compress ble fill **TBC**. Fill to fully satisfy both the fire report and acoustic report.
- 03. Decking edge trim to be sized to catch screed thickness, to deck supplier specification.
- 04. Latex screed.
- 05. Timber Battens.
- 06. 30mm plywood or equivalent to structural engineers specification.
- 07. Existing Brickwork.
- 08. Existing Blockwork
- 09. New mezzanine steelwork to structural engineer specification.
- 10. 150x150mm Equal Angle Section to structural engineers specification. Fixing holes to be vertically slotted with zero vertical slip resistance fixing - Spacing **TBC**. To be installed post mezzanine construction.
- 11. Proposed zone for electrical containment.
- 12. Indicative insulation. Contractor to meet U-Value requirements outlined within (30) series.
- 13. SFS system to contractors specification. Finished face of wall construction to align with internal window construction.

- 14. SFS infill structure with cross bracing to allow for cavity build up to proposed mezzanine deck level.
- 15. PFC Steel Lintel. Sizing **TBC**. All to structural engineers design.
- 16. 12.5mm Gypsum soundbloc plasterboard; skim finish.
- 17. 150mm Rockwool Flexi insulation or similar approved.
- 18. 60mm Rockwool Flexi insulation or similar approved packed into cavity.
- 19. Low density polyethylene vapour control barrier.
- 20. Breather membrane sealed over and onto EPDM.
- 21. Proposed aluminium cladding system. Design intent to Architect; detailed design to specialist subcontractor. Colour REF: RAL 7016. Main contractor to confirm acceptance of design intent. Main contractor to provide fabrication drawings for approval.
- 22. 150mm wide SFS system to proposed external wall. Detail design to specialist contractor. Proposed structural opening for windows to be formed by SFS.
- 23. Proposed aluminium window system. Aluprof MB Slimline (or similar approved).
- 24. Refer to the window schedule for sizes. Frame colour REF: RAL 7016. U-Value to achieve 1.4 W/m²K. Headrestraint to specialist subcontractor design.
- 25. Concealed high level louvre to soffit/window head. Minimum 0.43m² of free ventilation. Design to specialist subcontractor.
- 26. New Floor Finish to HART specification.
- 27. Existing brick ties to be reinstated at equivalent capacity if removed.



Typical Mezzanine Edge Detail - 02
Window and Door Openings

- 27. Gyproc Coreboard Deflection
- 28. Cavity Closer
- 29. Internal timber cill on timber packer.
- 30. Aluminium cill flashing
- 31. 12mm cement bonded particle board
- 32. 120mm Rockwool Flexi insulation or similar approved.
- 33. Minimum 50mm ventilated air gap.
- 34. Aluminium support bar and bracket to cladding system, by specialist subcontractor.
- 35. Existing railing
- 36. Cill support
- 37. Square board skirting
- 38. Retaining existing blockwork to one course above existing floor level. Refer to demolition drawings. (03 series for further information).
- 39. Existing slab. Floor finishes to HART specification.
- 40. External LED lighting to HART specification coordination with MEP contractor. Existing structure to determine if concealed or surface fixed fitting.
- 41. Proposed Aluminium door system. Aluprof MB79N with barrel hinges (or similar approved). Refer to external door schedule for sizes. Frame colour REF: RAL 7016. U-Value to achieve 1.4W/m²K.
- 42. External pavement level raised to allow for level threshold for entrance.
- 43. Linear slot drain. ACO Raindrain Brickslot B125 or similar.
- 44. New Concrete Kerbing

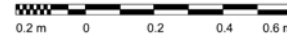
- 45. CS A-300C Acoustic Louvres. Aluminium, mineral wool infill, 300mm deep, double bank louvres with horizontal chevron blade arrangement. Offering 15dB weighted sound reduction. At 150mm centres. (Or approved similar).
- 46. 100mm Rockwool RWA45 acoustic slab insulation. Offering Class-A acoustic insulation.
- 47. CS A-4085C Aluminium Continuous line ventilation louvres. At 75mm Centres. (Or approved similar).
- 48. Aluminium head flashing.
- 49. Full fill concrete cavity.
- 50. Retaining existing cavity block/brick to minimum 150mm existing floor level. Refer to demolition drawings. (03 series for further information).
- 51. Retaining existing cavity block/brick wall. SE to confirm any reinforcement requirements, to allow for proposed loads.

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(09) Series Acoustic Plans
(12) Series FS & BR Plans
(20) Series Mezzanine Deck Details
(22) Series Internal Partition Details
(24) Series Stair Details
(29) Series Architectural Metalwork Details
(30) Series External Louvre Details
(31) Series External Window & Door Details
(32) Series Internal Door Details

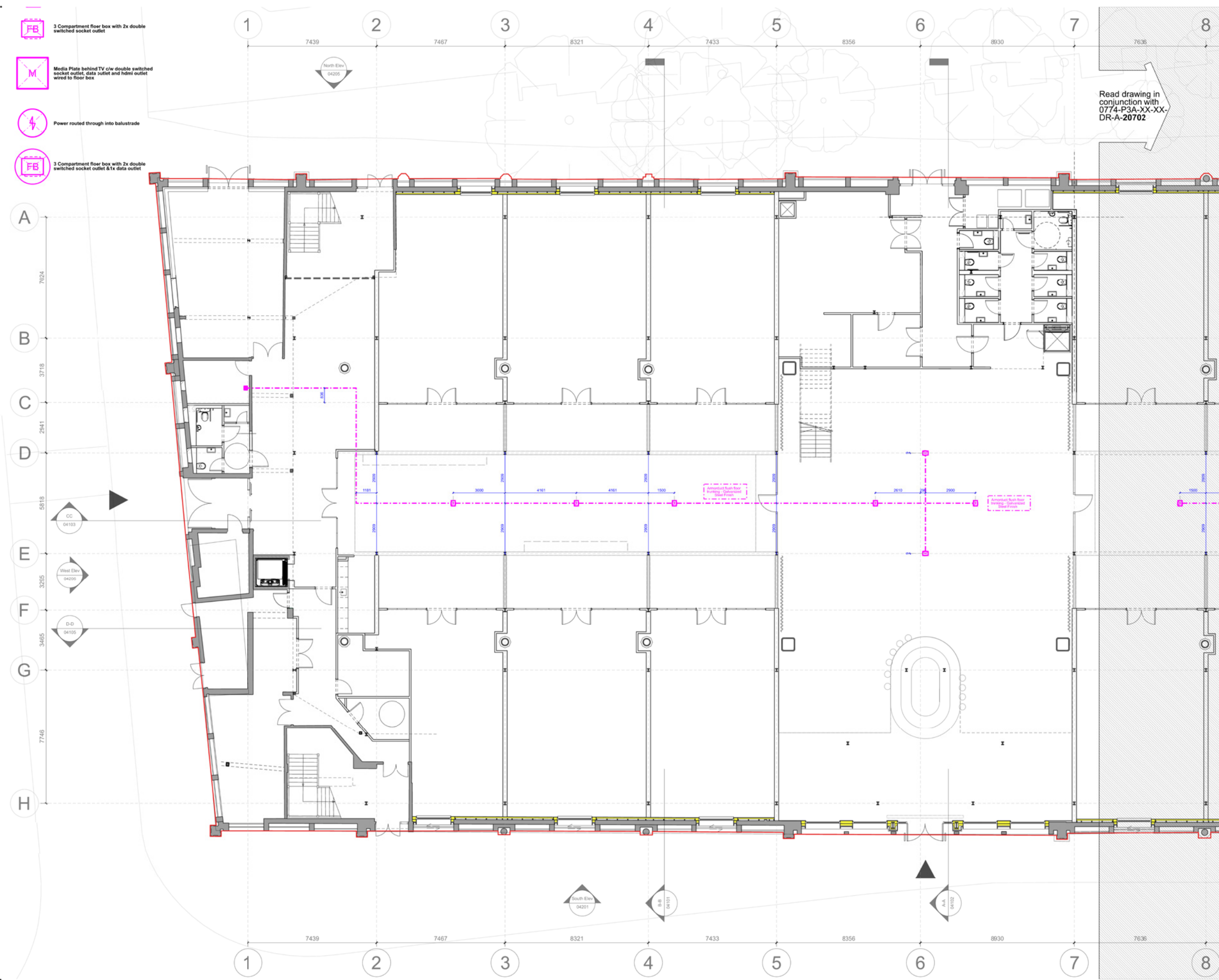
Notes
01. Drawing is for design intent and setting out. All measurements to be site checked by contractor.
02. Detailed design to specialist subcontractor drawings.
03. Acoustic ratings refer to acoustic report. The ventilation louvres proposed over the windows should provide a sound insulation performance of Dn,e,w 30 dB. To be read in conjunction with (04) series GA drawings and (12) series building regulation drawings.
04. U-Values to Achieve 1.4 W/m²K.
05. G-Values and light transmittance **TBC** by MEP.
07. Security Rating PAS 24:2012 or similar approved as per AD part Q.

C03	12/06/24	Amends	JG
C02	07/06/24	Amends	JG
C01	06/06/24	Construction Issue	JG
Rev:	Date:	Description:	By:



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Project:
Lower Campfield
Liverpool Rd, Manchester
Title:
Proposed Mezzanine Deck
Edge Details
Status: Scale @ ISO A1:
CONSTRUCTION 1:5
Drawing Number: Revision:
0774-P3A-XX-XX-DR-A-20303 C03



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(30) Series	External Louvre Details
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(32) Series	Internal Door Details

C01 06/09/24 Construction Issue JG
 Rev: Date: Description: By:

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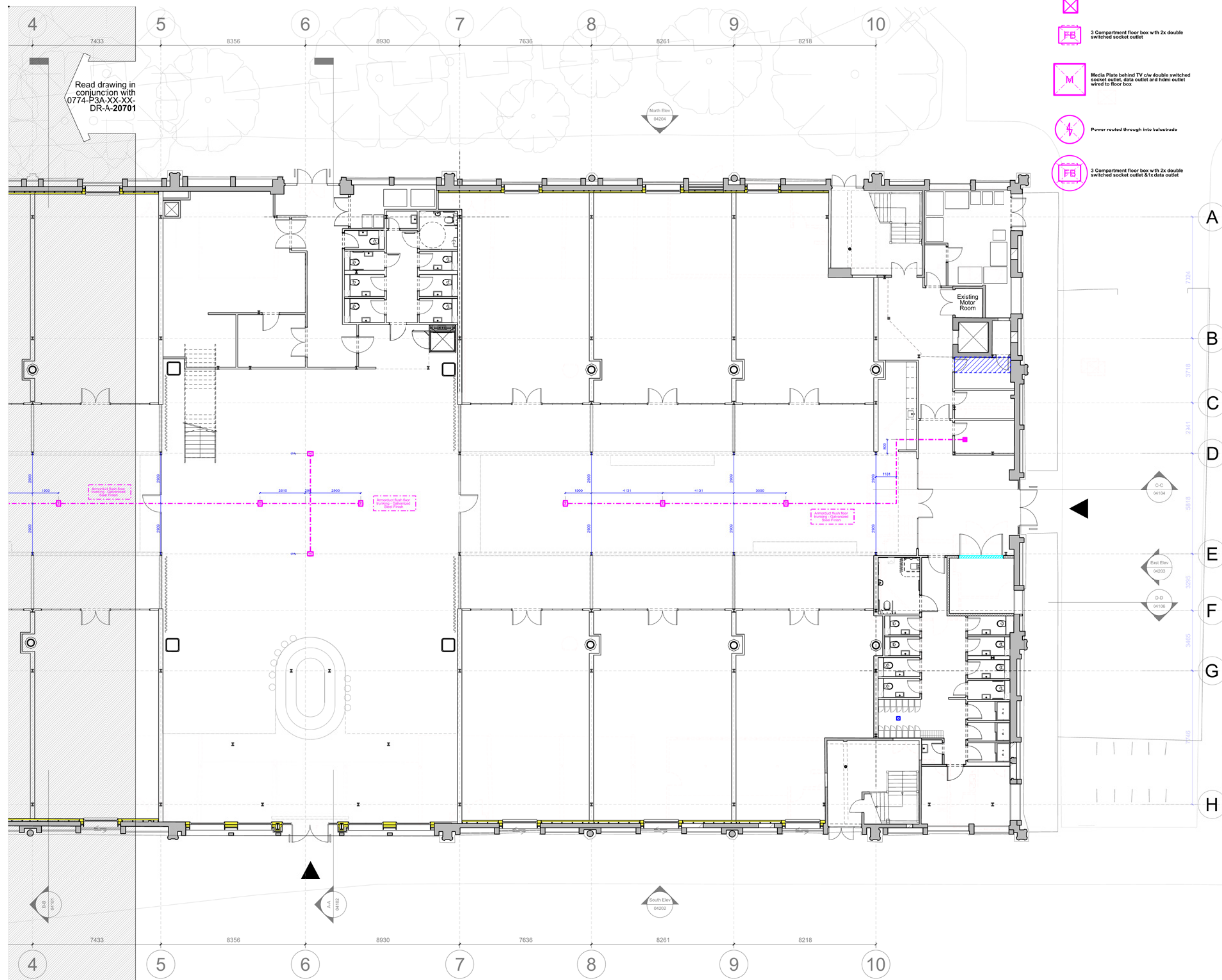
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Project:
 Lower Campfield
 Liverpool Rd, Manchester
 Title:
 Proposed Ground Floor
 Floor Box Setting Out (Sheet 1 of 2)
 Status: Scale @ ISO A1:
 CONSTRUCTION 1:100

Drawing Number: 0774-P3A-XX-XX-DR-A-20701
 Revision: C01



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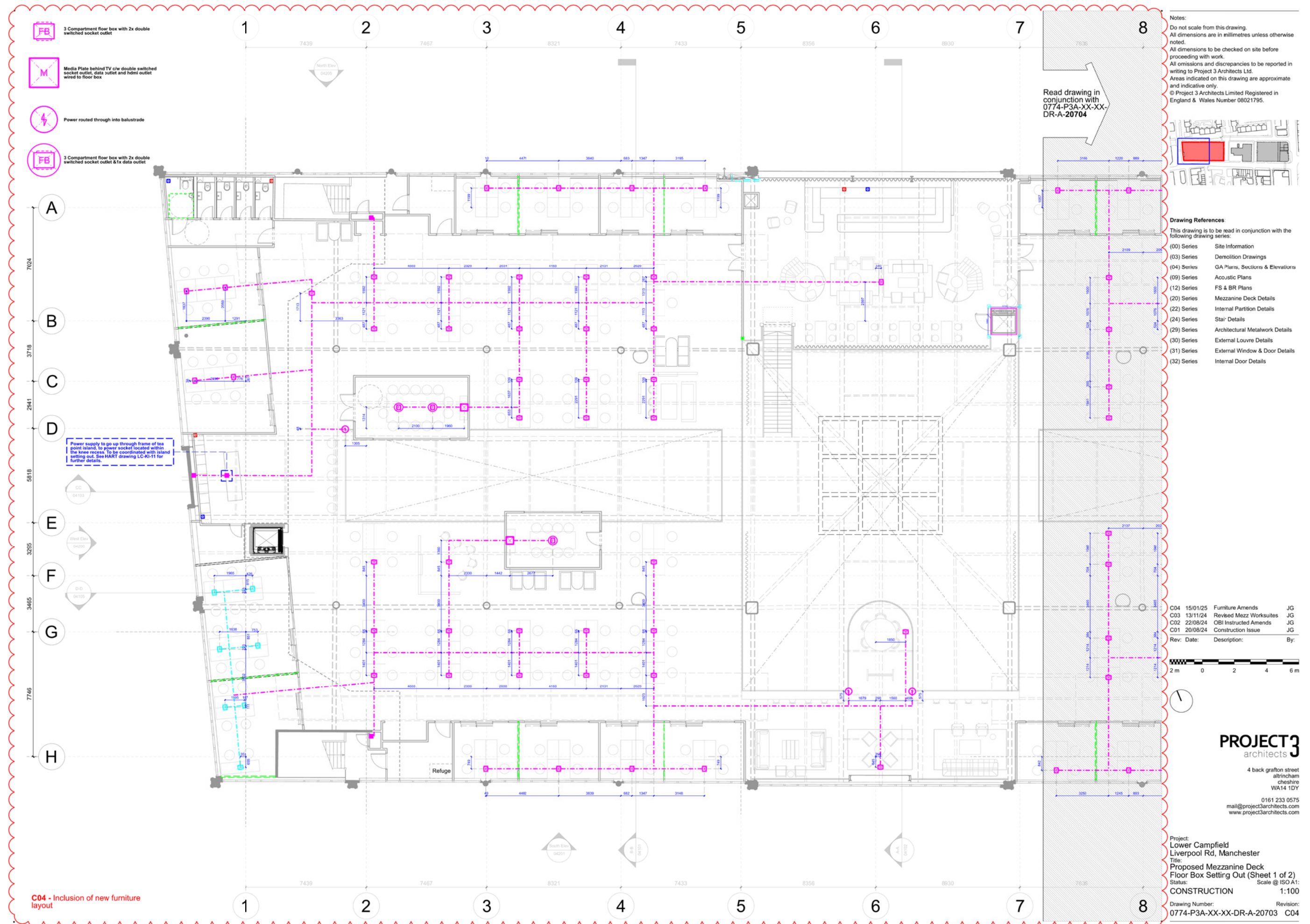
Series	Description
(00) Series	Site Information
(03) Series	Demolition Drawings
(04) Series	GA Plans, Sections & Elevations
(09) Series	Acoustic Plans
(12) Series	FS & BR Plans
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(30) Series	External Louvre Details
(31) Series	External Window & Door Details
(32) Series	Internal Door Details

C01 06/09/24 Construction Issue JG
Rev: Date: Description: By:



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Project:
Lower Campfield
Liverpool Rd, Manchester
Title:
Proposed Ground Floor
Floor Box Setting Out (Sheet 2 of 2)
Status: Scale @ ISO A1:
CONSTRUCTION 1:100
Drawing Number: 0774-P3A-XX-DR-A-20702 Revision: C01







JCW Floor Screeding
Unit 32-34 Waters Meeting Development
Britannia Way
Bolton
BL2 2HH

Telephone: 01204 387 029
www.jcwgroup.co.uk

1.0 Method statement

Document created: 09 Oct 24
Document updated: 09 Oct 24
Revision number: 0
Prepared by: Joe Dolwin
Position: H&S Officer

Lower Campfield Market Hall, Liverpool Street,
Manchester, M3 4FP

Site address:
Lower Campfield Market Hall
Liverpool Street
Manchester
M3 4FP

Project reference: 20804
Client reference: Q10054-1
Client: AMSPEC LTD
Start date and end date: 14/10/2024 to 31/12/2024

1.1 Description of activity

Supply & Lay Floor Screed:

- Avg 45mm RetanolFibrescreed
- 30mm EPS 70 Polystyrene
- Screed Pump
- Site Times: 07:00 - 18:00 (No plant operation before 07:30)

Deliveries:

- Tonman Street
- No deliveries before 07:30

Compound area:

- Amspec - The screed pump and loose screed will be barriered off and a walkway will be created to the site toilets and canteen.
- JCW - The cobbled floor area where the screed is to be tipped will be protected with plywood and polythene.

The Client / Principal Contractor must ensure all debris is cleared from the work area before JCW Operatives commence work and that the screeded area is watertight & protected from damage from other trades until the final floor covering is laid.

1.2 Supervision & Personnel

- John White - JCW Contracts Director: 01204 387029
- Joe Dolwin - JCW H&S Officer: 01204 387029
- Paul Brady - JCW Screed Site Supervisor
- John Brophy - JCW Screed Site Supervisor
- Chad Marsden - JCW Screed Site Operative
- Izaak Dickinson - JCW Screed Site Operative
- Shaun Kelly - JCW Screed Site Operative

1.3 Method of access

- All operatives will be inducted by Principal Contractor Supervisor.
- All operatives will maintain access and egress routes, and ensure that materials required for the task do not obstruct access to work areas and any debris caused by their operation will be removed.
- Waste will be kept to a minimum and removed from site each as agreed with client.
- Any problems with access & egress routes will be reported to the Site Supervisor.

1.4 First aid facilities

Refer to the onsite safety notice board for all first aid information.

A first aid box with enough equipment to cope with the number of workers on site should be provided for by the client or principal contractor.

The client or principal contractor should nominate an appointed person to take care of first-aid arrangements.

1.5 Welfare requirements

Welfare arrangements are to be supplied by the Principal Contractor / Client.

These should be in line with Schedule 2 of the Construction Design & Management Regulations 2015 (CDM). All sites are to have a minimum amount of welfare facilities available for workers, which include the following:

- Toilets
- Washing facilities
- Drinking water
- Changing rooms and lockers
- Heating
- Rest facilities

1.6 Handling Waste and use of skips

All skips are to be provided by the Principal Contractor / Client.

- A suitable route to transport waste must be considered prior to the work.
- Internal routes should be protected to prevent damage to the fabric and decoration of the building. Particular attention should be made to door frames and sharp changes of route direction.
- If external routes cross pedestrian footpaths an alternative route should be provided for the public. The waste route should be segregated using barrier fencing with suitable signage to direct the public to the alternative pathway and prevent unauthorised persons accessing the waste route.
- Ensure the correct PPE is worn when handling waste.
- Always use a mechanical means of moving waste whenever possible (e.g. wheel barrow). Use good manual handling techniques when mechanical assistance is not practical or safe.
- Always dispose of waste in accordance with principal contractor’s environmental policy and waste management plan.
- Never climb into a skip.
- Report any environmental waste accidents or spillages immediately to the principal contractor who will put into action the emergency waste containment plan and inform the relevant authorities. A spill kit will be carried on site all times.

1.7 Hazardous waste

- Hazardous waste such as asbestos must be collected by an approved licensed contractor.
- Hazardous waste should not be put with non-hazardous waste or sent for landfill.

1.8 Hazardous Substances



Health Hazard



Highly Flammable



Corrosive



Dangerous For The Environment

1.9 Emergency procedures

The client or principal contractor will ensure that the site emergency procedures are given to operatives at time of induction or when changes are made to the procedures.

1.10 PPE Requirements



Safety Hats



Safety Boots



Hi Vis Vest



Safety Gloves



Hearing Protection



Safety Glasses



Protective Clothing



Knee Pads

1.11 Specific PPE requirements

All Operatives

- Hard Hat - EN 397
- Hi-Vis - EN ISO 20471
- Safety Gloves - EN 388
- Waterproof Rigger/Wellie style safety boots (no laces) – EN345

Screed pump operative – Hearing Protection to be worn when using loud equipment or near loud noise (over 83db) for a prolonged period - EN352

Screed layers - Waterproof trousers or kneepads with waterproof shin protection

Knee Pads if kneeling for prolonged periods

1.12 Training

All operatives are adequately trained to carry out the required tasks.

All site operatives hold a current CSCS Certification and have the following training:

- Manual Handling Awareness Training
- Asbestos Awareness Training
- Pump Training

1.13 Tools and equipment

- Hand Tools
- Trowels
- Shovels
- Laser Level
- Wheelbarrows
- Screed Pump

1.14 Site Safety Barriers / Edge Protection / Handrails

Under no circumstances should any JCW Operative move or alter any safety barrier, edge protection or handrail.

If any safety barrier is required to be moved or altered for the installation of the screed or other materials, it is the responsibility of the Principal Contractor to alter the safety barrier and undertake the necessary actions as far as reasonably practicable to ensure a safe place of work.

JCW Operative Must:

- Inform the Site Manager regarding any safety barriers that will require alteration at least 48 hours prior to work commencing in that area.
- Inform JCW Head Office regarding any safety barriers that will require alteration at least 48 hours prior to work commencing in that area.

Principal Contractor Must:

- Ensure any alterations to safety barriers are carried out before JCW Operatives commence work in that area.
- Ensure as far as reasonably practicable a safe place of work after alterations to safety barriers have been made.

1.15 Codes of practice

1.15.1 Floor Screeding codes of practice

- BS 8204 Part 1:2009 Screeds, bases and in situ floorings. Concrete bases and cementitious levelling screeds to receive floorings.
- BS 8000 Part 9:2003 Workmanship on building sites. Cementitious levelling screeds and wearing screeds.

1.16 Legislation

Health and Safety Work Act 1974

- Management of Health and Safety at Work Regulations 1999 as amended 2003
- Workplace (Health, Safety and Welfare) Regulations 1992
- Control of Asbestos Regulations 2012
- Provision and Use of Work Equipment Regulations (PUWER) 1998
- Reportable Injuries Diseases & Dangerous Occurrence Regulations 2013 (RIDDOR)
- Control of Substances Hazardous to Health Regulations 2002
- Work at Height Regulations 2005
- Personal Protective Equipment at Work (Amendment) Regulations 2022
- Manual Handling Operations Regulations 1992
- Hazardous Waste Regulations 2005
- Construction (Design and Management) Regulations (CDM) 2015
- Lifting Operations and Lifting Equipment Regulations (LOLER) 1998
- Electricity at Work Regulations 1989
- Control of Vibration at Work Regulations 2005
- Control of Noise at Work Regulations 2005

The above list should not be construed as exhaustive.

1.17 Sequence of operations

1.17.1 General

Safe System of Work – Site Induction

- The JCW Site Operatives must introduce themselves to the site manager and receive a site induction from the Principal Contractor.
- All JCW Operatives must have read, understood and signed the site-specific RAMS prior to commencing work on site.
- All JCW Operatives must sign in/out daily, follow all site rules and SSOW.
- The Client/Principal Contractor must ensure all debris is cleared from the work area before JCW Operatives commence work.

Safe Systems of Work – Delivery of Materials

- The materials are delivered to site directly by the material supplier prior or on the day of JCW operatives attending site.
- The delivery vehicle must follow the site traffic plan and site rules.
- All delivery vehicles must be aware of overhead services and must not park within 5m of overhead power lines.
- The delivery vehicle must be parked in the specified unloading area.
- All necessary outriggers must be placed on firm level ground.
- There should be a physical barrier around the delivery vehicle to stop any unauthorised access, this must be provided by the Client/Principal Contractor.
- The delivery driver must be wearing the correct PPE to leave the cab when on site.
- The Client/Principal Contractor must allow the delivery and store the materials safely and securely until required by JCW Operatives.

Safe Systems of Work - Tipper Wagon for Screed

- Tipper Wagon



- The Client/Principal Contractor must ensure suitable access for a Tipper Wagon and a clear area for the screed to be tipped on site.
- All operatives to stand clear of the Tipper Wagon as it unloads.
- The Tipper wagon must tip the screed in the required area.
- Visqueen will be placed on the ground, if required, to cover the area of the load. No person must hold visqueen as materials are being loaded on to it.

1.17.2 Plant or equipment

Safe Systems of Work – Use and Storage of Petrol/Diesel

- JCW Operatives must use approved 20L metal fuel containers or 10L plastic fuel containers.
- Do not overfill fuel containers and tightly secure caps.
- Fuel containers must be securely stored in the rear of the vehicle.
- A drip tray must be used before re-filling the machine with fuel.
- All machinery must be shut down before being re-fuelled.
- Any spillages must be cleared up immediately and reported to the site manager.
- The fuel containers must not be placed near any sources of ignition.
- The fuel containers must be placed securely in the rear of the vehicle once the re-fuelling process is complete.

1.17.3 Manual handling

Safe System of Work - Manual Handling

- Every manual handling operation should be assessed by a trained and competent person (JCW supervisor) and a task

- plan put in to place before any lifting of materials commence.
- JCW supervisor will then explain and make sure all site operatives involved understand how the manual handling task can be carried out safely.
- Site operatives must follow JCW supervisor instructions for manual handling the materials to the required area.

1.17.4 Floor Screeding

Safe Systems of Work - Prior To The Start Of Any Work Undertaken By JCW

- The materials are delivered to site directly by the supplier. The Client / Principal Contractor will take delivery and store safely until required by ourselves.
- The Client / Principal Contractor must ensure the substrate floor is sound, smooth, free of dust, dirt and dry.
- No work is to be undertaken until JCW Operatives check to ensure that the substrate floor and work area is adequate and safe for the work to be undertaken.
- If any area of the working area is unsuitable for work to commence by JCW. The JCW Supervisor must inform the Site Manger and JCW Head Office of the issues and the required actions to be taken by the Principal Contractor to ensure the work area is adequate and safe JCW Operatives to commence work.

Safe Systems of Work - Laser Level

- The client must have a specified datum for the finished floor level. Ensure the laser level is secure and stable. Unlock the laser level stabilizer, turn on and allow the laser level to settle to the level position. Adjust position of laser level if needed for readings in other parts of the work area. Using the clients specified datum. Determine the highest datum point of the floor using a laser level. The flooring system can now be levelled to the correct height. Once the floor has been levelled, the laser lever can be turned off and the stabilizer should be locked to stop any movement of the laser.

Safe Systems of Work - Screed Pump

- Screed Pump



- The screed pump will be delivered and unloaded on or before the day the screed is being laid. The Client / Principal Contractor will direct the driver to the agreed area for the pump to be sited.
- The Screed will be delivered in a tipper wagon. A JCW Operatives will meet the vehicle at the site entrance and direct it onto the site and to where the screed is to be tipped.
- The screed will be tipped onto Visqueen, if required, in an area designated by the Clients Representative. Enough visqueen is to be placed on the ground to cover the area required for the tipping of the screed. ALL operatives are to stand well clear of the area whilst the tipping is in process.
- The screed pump will have the following daily checks and must be recorded via email to the JCW H&S Officer: -
- The pump is sited on a level and secure position
- All the settings are correct
- All safety devices are in the correct position
- The pump is clean and maintained
- Hoses, clamps and pins checked
- The pump is set up as follows:
 - All hoses are connected together using the clamps.
 - Every clamp must be secure and fitted with a safety pin.
 - The hoses are laid out to the required area.
- If the hoses are to go up a staircase, they are positioned and restrained as much as possible by a permanent fixture to alleviate movement.
- The tripod is attached to the end of hose in the area to be screeded.

- The pump is started up electrically.
- The metal safety grid remains in place at all times whilst the pump is powered.
- The screed is shovelled into the pump.
- The lid is closed for it to enable pressurisation.
- Once the correct pressure is reached, the lever is turned on and the screed is sent via the hoses to the required area.
- The screed is pumped out of the tripod into even piles across the floor.
- When the pressure gauge drops the pump is reloaded as above.
- The Screeder will then determine the levels as given by the Client / Principal Contractor using a laser.
- Using a metal straight edge the screed will be levelled to the required depths and finished with a trowel.
- An operative is stationed with the pump at all times.
- Should a blockage occur, the pressure is released via the valve provided for this purpose and the pump is isolated prior to the lid of the chamber being opened.
- The blockage is cleared, at this stage it may be necessary to remove the metal safety grid, hence the isolation.
- Once the anticipated area to be screeded for the day has been attained the pump will be turned off and cleaned thoroughly by an Operative wearing goggles, the method uses is as follows: -
 - Cleaned off with water from a hose pipe
 - Ball sent through the machine to clean the pipes.
- The Client / Principal Contractor must ensure that the screeded area is protected from damage from other trades until the final floor covering is laid.

Safe Systems of Work – EPS (Expanded Polystyrene)

- JCW Operatives will check to ensure that the substrate floor is adequate for the laying of Expanded Polystyrene.
- Our operatives will lay the sheets directly onto the concrete to cover the floor, using a Stanley knife or hand saw to cut the sheets to the correct size.
- Once the floor is covered with insulation, it is ready for the next stage.

Safe Systems of Work - Clearing of Waste or Debris

- The Client / Principal Contractor is to provide skips or suitable waste containers for the use of our Operatives.
- Before leaving site, JCW Operatives will ensure any waste or debris caused by their operations will be thoroughly cleared away. JCW Operatives will always try to recycle any waste if possible.
- The JCW Site Supervisor will notify the Site Manager at the end of the shift to inspect the area to ensure quality compliance.
- JCW Operatives are to sign out on departure.
- The Client / Principal Contractor must ensure that the screeded area is protected from damage from other trades until the final floor covering is laid.

1.18 Monitoring Of Health and Safety Compliance

- Our Health and Safety Manger completes a Site Inspection when they undertake site visits, the period between these will be agreed between JCW Group and Principal Contractor. Where there is a need for recommendations to be made to ensure a return to compliance, these will be recorded and attached to the site inspection.
- The results of all such monitoring will be recorded and made available to operatives for comment / discussion on how any situations of non-compliance observed should be addressed, in order that a return to compliance can be achieved.

1.19 Working from height

- When working at height, site operatives must ensure that the working area is cleared on a period basis to ensure that there is continually a clear and safe working area to prevent slips trips and falls.
- No persons are to alter or misuse any scaffold.
- Any damaged, defective or unsafe scaffold must not be used and immediately reported to the Site Manager.
- No persons are to throw or drop any materials or equipment from height
- When removing materials from scaffold, a suitable container must be raised to the scaffold loading bay and the materials must be placed into the container. The container must not be overloaded. Once the materials are secure in the container, the container can be taken to the correct waste area.

1.20 Manual handling

The Manual Handling Operations Regulations (MHOR) 1992 establish a clear hierarchy of measures for dealing with risks from manual handling, these are:

- Avoid hazardous manual handling operations so far as is reasonably practicable.
- Assess any hazardous manual handling operations that cannot be avoided.
- Reduce the risk of injury so far as is reasonably practicable.
- The workforce will be trained to, observe safe lifting techniques, and safely handle loads.
- No one will be expected to lift on their own, materials weighing more than 25kg.
- Safe manual handling procedures should be followed at all times.

There are some basic principles that everyone should observe prior to carrying out a manual handling operation:

- Ensure that the object is light enough to lift, is stable and unlikely to shift or move.
- Heavy or awkward loads should be moved using a handling aid.
- Make sure the route is clear of obstructions.
- Make sure there is somewhere to put the load down wherever it is to be moved to.
- Stand as close to the load as possible, and spread your feet to shoulder width.
- Bend your knees and try and keep the back's natural, upright posture.
- Grasp the load firmly as close to the body as you can.
- Use the legs to lift the load in a smooth motion as this offers more leverage reducing the strain on your back.
- Carry the load close to the body with the elbows tucked into the body.
- Avoid twisting the body as much as possible by turning your feet to position yourself with the load.

When ever manual handling is to be undertaken, especially if it is an uncommon or high risk task, an assessment of four specific activities – Task, Individual, Load and Environment (easily remembered by the acronym TILE) needs to be implemented:

T - The Task

Does the activity involve twisting, stooping, bending, excessive travel, pushing, pulling or precise positioning of the load, sudden movement, inadequate rest or recovery periods, team handling or seated work?

I - The Individual

Does the individual require unusual strength or height for the activity, are they pregnant, disabled or suffering from a health problem. Is specialist knowledge or training required?

L - The Load

Is the load heavy, unwieldy, difficult to grasp, sharp, hot, cold, difficult to grip, are the contents likely to move or shift?

E- The Environment

Are there space constraints, uneven, slippery or unstable floors, variations in floor levels, extremely hot, cold or humid conditions, poor lighting, poor ventilation, gusty winds, clothing or Personal Protective Equipment that restricts movement?

1.21 Risk assessment register

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- 2.2 Working outside - page 14
- 2.3 Working in dusty environments - page 14
- 2.4 Working in noisy environments - page 15
- 2.5 Preventing slips, trips and falls - page 16
- 2.6 Disposal of waste materials - page 16
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1.22 COSHH register

- Traditional Screed & with Fibre Reinforcing - page 26
- DIESEL - page 28
- Expanded polystyrene, EPS (generic product names) - page 29



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2.0 Risk assessment

Lower Campfield Market Hall, Liverpool Street, Manchester, M3 4FP

Site address:
Lower Campfield Market Hall
Liverpool Street
Manchester
M3 4FP

Project reference: 20804
Client reference: Q10054-1
Client: AMSPEC LTD
Start date and end date: 14/10/2024 to 31/12/2024

Example risk matrix



			Likelihood				
			Very Unlikely	Unlikely	Possible	Likely	Very likely
			1	2	3	4	5
Severity	Negligible	1	1	2	3	4	5
	Minor	2	2	4	6	8	10
	Moderate	3	3	6	9	12	15
	Major	4	4	8	12	16	20
	Extreme	5	5	10	15	20	25

2.1 Delivery of materials

2.1.1 Task: Unloading of materials

Hazard	Risk	Control measures	RR
Falls from height.	3	No operatives are to climb on to the truck bed.	1
Accessing truck bed.	x	Avoid manual handling beyond their capability, which they believe may cause injury.	x
Manual handling injury.	4	Ensure mechanical lifting aids are to be used to off load materials wherever possible.	4
	=	Ensure materials are loaded correctly on to delivery vehicle.	=
	12	Materials to be palletted and wrapped wherever possible.	4

Persons at risk: All site operatives

Injuries from falling loads or mechanical failure of tail lift whilst unloading	3	Delivery Driver to take care when opening doors or curtains as to the security of the load.	1
	x	Delivery vehicle door or curtains only to be opened from the ground and no entry to be made to the vehicle whilst the doors or curtains are open.	x
	4	Tail lift only to be operated under manufacturer's recommended weight limits.	4
	=	Tail lift to be inspected as per manufactures recommendations.	=
	12	If manual unloading is to be carried out items are to be positioned to the area required with the curtain / doors closed.	4
		Tail lift may be used as an interim platform for loading / unloading.	
		All site operatives must stand clear of the tail lift when in use.	
		The tail lift must be suitable for the task.	
		The tail lift must not be overloaded.	

Persons at risk: All site operatives, Public

2.1.2 Task: Unloading materials

Hazard	Risk	Control measures	RR
Truck overtuning	2	The delivery truck must be evenly loaded.	1
	x	The delivery truck must use out riggers or any other stable support systems. Outriggers must be placed on firm stable and level ground.	x
	5	The delivery truck must have all brakes on.	5
	=	The delivery truck driver must be competent and have the necessary licenses to drive and operate the truck and any lifting equipment needed to unload materials.	=
	10	The delivery truck must be parked on level ground for unloading materials.	5

		Materials must be unloaded evenly, so the truck does not list to one side.	
		Any lifting equipment must have a Safe Working Load sign.	
		The Safe Working Load must not be exceeded.	

Persons at risk: All site operatives

Materials falling from truck bed	2 x 4 = 8	The delivery truck must be parked in the specified unloading area. Ensure correct PPE is worn by all site operatives, including delivery driver. The area must be segregated by a physical barrier from the surrounding area and no access is allowed to unauthorised personnel whilst unloading. Ensure materials are stable and securely tied to a pallet. Tonne Bags must be in good condition with no damage to the straps or bag. Site plant must be driven by a competent person and is the responsibility of the main contractor. The plant driver will create a lift plan and instruct JCW site operatives on the lift plan. JCW site operatives must understand and follow the lift plan. A banksman should be used if required.	1 x 4 = 4
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Persons at risk: All site operatives

2.1.3 Task: Unloading materials

Hazard	Risk	Control measures	RR
Tipper wagon emptying load (Lifting the back of wagon)	3 x 4 = 12	Tipper wagons should have hazard warning lights, flashing beacon and reversing siren. Overhead cables must not come into contact with the tipper wagon as it lifts. Any overhead electricity cables near the lift must be switched off. The tipper wagon must unload on level ground. All outriggers and supports must be placed on firm, stable and level ground. Visqueen will be placed on the ground, if required, to cover the area of the load. All operatives to keep clear of load, tipper wagon and tail gate as it opens, unloads and closes. Tipper driver and site operatives must have clear visual and verbal communication between each other.	1 x 4 = 4

Persons at risk: All site operatives

2.2 Working outside

2.2.1 Task: Working outside

Hazard	Risk	Control measures	RR
Sunburn	4	Wear a minimum of SPF30 sun cream and re-apply every 2-3 hours	1
Inclement weather conditions	x 3 = 12	Wear safety sunglasses. Work / rest in the shade where possible. Ensure operatives consume plenty of drinking water / fluids to stop dehydration. Dress appropriately. Wear warm layers. Wear gloves, replace gloves if they become saturated. Ensure care is taken on difficult terrain and when damp or icy underfoot. Use grit or similar, on areas prone to be slippery in frosty, icy conditions. Ensure operatives have appropriate breaks in dry, warm rest rooms. Ensure hot water for drinks is available in site canteen. Ensure drying room on site for wet work clothes. Cease activity in severe weather.	1 x 3 = 3

Persons at risk: All site operatives

2.3 Working in dusty environments

2.3.1 Task: Working around or causing construction dust

Hazard	Risk	Control measures	RR
Lung cancer, silicosis, Chronic Obstructive Pulmonary Disorder or asthma caused through inhaling construction dust	4 x 5 = 20	Consider using a different method of work altogether when operating tools that create dust. Where possible, use a tool that creates less dust. Use an M-rated dust extraction system if possible. When alternatives cannot be used and dust control not sufficient, water will be used to damp down for entire length of task. Ensure FFP3 Face Fitted dust mask face is worn. Always maintain a high level of housekeeping, using filter vacuums for debris, bagging and removing waste according to local regulations and site management plan.	1 x 5 = 5

Persons at risk: All site operatives

2.4 Working in noisy environments

2.4.1 Task: Working in a noisy environment or operating noisy equipment

Hazard	Risk	Control measures	RR
Gradual or sudden noise exposure causing permanent hearing damage.	4 x	All operatives will be provided with information, instruction and training around working in noisy environments or operating noisy equipment.	1 x
Noise interference with operatives awareness.	4 = 16	Alternative processes, equipment and/or working methods which would make the work quieter will be investigated before undertaking any works. Correct ear protection such as ear plugs or defenders will be used in conjunction with any noisy equipment or when operating in or near noisy areas. Exposure to noisy works won't exceed 85 decibels for daily or weekly personal noise exposure; and 140 decibels for peak sound pressure. Health surveillance will be provided to monitor noise exposure over the upper exposure action values. Suitable protection factor - When working around mobile machinery or traffic, operative are to be extra careful of surroundings and not select hearing protection devices that are totally isolating in nature. Any systems of work where safety relies on verbal communications should be avoided where levels of noise or wearing hearing protection could lead to misunderstandings.	4 = 4
Persons at risk: All site operatives			

2.5 Preventing slips, trips and falls

2.5.1 Task: Movement at height

Hazard	Risk	Control measures	RR
Severe or fatal injuries from slip, trips and falls at height	4 x 5 = 20	Ensure good housekeeping onsite, 'clean as you go' implemented by all site operatives across the site. All items to be placed in designated and safe area away from thoroughfare and edges of platforms. Ensure raised platforms are protected by cappings or fenced off to prevent entry into any risk area Ensure correct PPE is worn at heights to prevent falling from height resulting from slips, trips or falls	1 x 5 = 5

Persons at risk: All site operatives

2.5.2 Task: Movement at ground level

Hazard	Risk	Control measures	RR
Severe strains, sprains and muscle breaks	4 x 3 = 12	Ensure clear working area on site, ensure dustsheets, mats and other materials cannot slip or slide underfoot. Manage and remove potential slip trip hazards as they arise and notify site management if assistance required. Do not carry items that will hinder the carrier's clear sight of view. All waste to removed from site at scheduled times, organised by site supervisor and in line with the site waste management plan.	1 x 3 = 3

Persons at risk: All site operatives

2.6 Disposal of waste materials

2.6.1 Task: Disposal of waste materials

Hazard	Risk	Control measures	RR
Contact with waste materials or chemicals	4 x 4 = 16	Appropriate receptacles for waste materials to be used. All operatives keep site tidy at all times. Ensure any hazardous waste has correctly disposed of, following the instructions on the packaging and the necessary COSHH assessment. Lids to be re-fitted to containers before transferred to waste point. Recyclable waste to be placed in correct recycle containers .	1 x 4 = 4

Persons at risk: All site operatives

2.7 Using Hand Tools

2.7.1 Task: Using hand tools

Hazard	Risk	Control measures	RR
Injuries sustained from incorrect use of hand tools	3	Operatives should have appropriate training from JCW Site Supervisor relating to the hand tool before using it.	1
	x		x
	3	Always choose the right tool for the job.	3
	=	All operatives to be trained in the safe use of hand tools before starting works and have necessary experience to use each hand tool.	=
	9	Keep cutting tools sharp, so that they cut true without needing to be forced.	3
		Tools should be checked regularly for damage and any item found to be damaged or defective taken out of use immediately.	
		Operatives should wear appropriate hand protection and protective clothing when using hand tools.	
		Eye protection should always be worn (EN166) when using hand tools which may create flying debris.	
		A first aid kit should always be kept at hand on site.	

Persons at risk: User

2.7.2 Task: Using retractable knife

Hazard	Risk	Control measures	RR
Cuts to body or hands whilst using retractable knife	4	Ensure the retractable knife or chosen cutting device to be used is suitable for the job.	1
	x		x
	3	Knives should be checked before use and fitted with a sharp blade before beginning work.	3
	=	Knife to be stored safely away when not in use.	=
	12	Damaged or defective tools to be discarded using appropriate methods if they cannot be repaired.	3
		Operatives should wear appropriate hand protection and protective clothing when using a retractable knife.	

Persons at risk: User

2.8 Use of Screed Pump (including assessment for hose)

2.8.1 Task: Use of screed pump and hose

Hazard	Risk	Control measures	RR
Persons exposed to high pressure screed and air, if screed hose bursts or becomes unclipped.	3	The pump and hoses are tested by the supplier to 10.5 bar prior to transportation to site.	1
	x		x
	5	All clips must be well secured to both sections of hose and have a safety R-pin securely inserted into the clip at all times.	5
	=		=
	15	The pipe work is fastened securely in place along the length of the pipe run, where reasonably practicable.	5
Persons struck by material ejected from it.		The operatives carry out a visual inspection to determine any obvious damage prior to use the first time and daily thereafter.	
Persons close to the screed pipe struck by whipping pipe		The daily screed pump diary/email confirmation must be completed before the screed pump is used.	
		Any defects must be reported to JCW Site Supervisor immediately.	
		If there is a burst/unclipped hose, the pump operator must shut down the screed pump immediately.	
		The Principal Contractor must segregate the hose from other persons on site, so that they do not come into contact with the screed pump or hose.	
		The pipework is routed such that it causes the least hazard to others working at the site.	
		If during the screeding operation the length of pipe is excessive then sections of pipe should be removed.	

Persons at risk: All site operatives

2.8.2 Task: Loading of screed into Screed Pump for transfer to area being screeded.

Hazard	Risk	Control measures	RR
Operative exposed to moving parts whilst using or cleaning pump	3	Any person operating or cleaning the screed pumps/tripod must have a current pump training certificate.	1
	x		x
	5	The pump is fitted with fixed guarding and instructions are given that the pump must be isolated before any guarding, including the mesh loading guards are removed and that the pump must not be de-isolated until all guarding has been replaced and fixed. Failure to comply with this instruction would be treated as gross misconduct (disciplinary matter).	5
	=		=
	15	In the event of a blockage occurring, which requires the chamber to be opened, the pump is stopped. Isolated and the pressure is released by means of the valve provided for this purpose.	5

Persons at risk: All site operatives

2.8.3 Task: Use of screed pump and tripod

Hazard	Risk	Control measures	RR
Noise above daily exposure limit when at pump.	4	The pump is produced in compliance with the noise at work regulations and the silencer / noise absorbent cowling are never removed.	1
Vibration from tripod.	x		x
Exposure to fumes from screed pump	3	Hearing protection is provided (Ear defenders or ear plugs) for all operatives and instructions issued that it must be worn if within 5 metres of pump.	3
	=		=
	12	For hand-arm vibration the ELV is a daily exposure of 5 m/s2 A(8).	3
		The tripod vibration is of a low level.	
		The tripod can be used for up to 8 hours per day.	
		Screed pump must be located outside.	
		Never use screed pump inside or in a confined space.	
		Ensure exhaust system is in good working.	

Persons at risk: All site operatives

2.8.4 Task: Cleaning screed pump, hoses and tripod

Hazard	Risk	Control measures	RR
Contact with screed.	5	Ensure all required PPE is correctly worn when cleaning the screed pump. Safety gloves, hi-vis, safety boots, hard hat and safety glasses.	1
	x		x
	4	Ensure screed pump is completely switched off and the blades do not turn, before placing anything in the vessel.	4
	=		=
	20	Clean off any screed in the vessel with water.	4
		Do not use any other type of cleaner or chemical.	

Persons at risk: All site operatives

2.9 Use of Petrol/Diesel

2.9.1 Task: Decanting Petrol/Diesel from container to equipment fuel tank.

Hazard	Risk	Control measures	RR
Spilled fuel on ground, skin or on clothes.	3	Spillages to be prevented by careful pouring, using a plastic funnel that will not generate sparks.	1
Fire hazard if fuel if ignited.	x		x
	4	A drip tray must be placed under the machinery when it is being filled.	4
	=	If spilled onto floor, use site spill kit to contain spillage.	=
	12	No smoking or naked lights and refuel in the open air only.	4
		Operative to wear appropriate safety gloves and clothing to avoid contact with skin.	
		If fuel is spilled onto clothes, they are to be changed immediately.	
		No more than 2x20 litres of petrol in approved metal containers to be stored, and no more than 2x10 litres in approved plastic containers.	
		If storing inside the building, to be stored in an approved flameproof cupboard, suitably marked "Flammable Liquids". Store cupboards to be placed away from any heat or naked flame sources and kept locked.	
		Petrol/Diesel not to be stored with other flammable substances.	
		All Petrol/Diesel containers to be kept secure in the boot or rear of the vehicle.	
		Condition of containers to be regularly checked for damage.	
		Caps to be fitted properly and tightly.	
		Damaged or leaking containers to be replaced immediately.	

Persons at risk: All site operatives

2.10 Preventing falling debris or tools from height

2.10.1 Task: Preventing falling debris or tools from height

Hazard	Risk	Control measures	RR
Serious or fatal injuries sustained from falling debris or tools	4	All site operatives to follow PPE requirements including wearing of hardhats on site.	1
	x		x
	5	Safe working areas to be cordoned off when any works are undertaken overhead.	5
	=		=
	20	All working platforms, scaffolding, mobile towers etc. to be erected by a competent person and to include any protection like toe boards to eliminate tools falling from height	5
		Any persons working from height to be trained in the safe use of tools, and to be made aware of the dangers from falling tools from above.	
		Any areas where the public are exposed to possible falling debris or tools to be protected by the use of safety nets, hoarding and other failsafe structures.	
Persons at risk: All site operatives, Public			

2.11 Manual handling

2.11.1 Task: Manual handling

Hazard	Risk	Control measures	RR
Injuries sustained from incorrect manual handling of equipment, pipes, rolls or irregular shape or sized materials.	4	All manual handling operations should be avoided so far as is reasonably practicable.	1
	x		x
	3	All JCW Operatives to receive Manual Handling Awareness Training.	3
	=		=
MSD's	12	Any heavy or awkward loads should be moved using a handling aid.	
Shovelling screed		If not using handling aids, consider reducing weight of load by breaking up materials to a more manageable size.	3
		If breaking up into smaller loads consider frequency of bending and how this can be managed efficiently with site operatives.	
		Consider lifting in teams if load is already considered within acceptable limits.	
		It may be possible to roll drums of cable, this should be undertaken as a last resort if the above fails; the area should be cleared and movement of drum controlled by a team of operatives.	
		Before undertaking any manual handling operations, make sure the route is clear of obstructions and the end location is clear and suitable.	
		All operatives to be wearing correct PPE for the task.	
		The operative should stand as close to the load as possible, with feet spread to shoulder width, bent knees and the back in a natural, upright posture.	
		The user should grasp the load firmly and as close to the body as possible.	
		The legs should be used to lift the load in a smooth motion, this offers more leverage reducing the strain on the user's back.	
		Carry the load close to the body with the elbows tucked into the body.	
		Avoid twisting the body as much as possible by turning your feet to position yourself with the load.	
		Ensure shovels are in good working order with no defects.	
		Ensure frequent rest breaks.	

Persons at risk: All site operatives

2.11.2 Task: Manual handling screed

Hazard	Risk	Control measures	RR
Thermal discomfort due to the physical demand of the job	4	Ensure frequent rest breaks.	1
	x		x
	3	Ensure operatives have drinking water on site.	3
	=		=
		Operatives should wear long trousers and t-shirt as a minimum, but must ensure any necessary PPE is not removed.	

Persons at risk: All site operatives

2.12.1 Task: Working with Semi-dry Screed

Persons at risk: All site operatives

[illegible]

Supervision and personnel

Name	Role	Phone	Date	Signature
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COSHH assessment

Traditional Screed & with Fibre Reinforcing

Overview

- **Reference:** 7688
- **Composition:** Ordinary Portland Cement

Hazards



First aid



Eyes

Speed is essential. Immediately wash eyes with plenty of eyewash solution or running water, holding eyelids apart for 15 minutes. Do not rub eyes in order to avoid possible cornea damage as a result of mechanical stress. Always seek further specialist medical/eye specialist attention to check that all particles have been removed.



Skin

Remove affected clothing, footwear, watches, jewellery etc. Wash skin with soap and water immediately. Wash contaminated clothing before re-use. Seek medical attention if irritation occurs.



Inhalation

Move to fresh air. Dust in throat and nasal passages should clear spontaneously. Seek medical attention if irritation persists or later develops or if discomfort, coughing or other symptoms persist



Ingestion

Immediately rinse mouth and drink plenty of water. Do not induce vomiting. Seek immediate medical advice if person becomes uncomfortable. Show the container or label used.

Handling precautions and PPE



Respiratory

When a person is potentially exposed to dust levels above exposure limits, an appropriate respirator must be used dependant on expected dust levels



Hand

Overalls and/or long-sleeved jackets and full length trousers should be worn to protect skin from contact with wet products. Outer clothing should be waterproof if contact with wet product is likely. Wear impermeable boots to protect feet. Safety wellington boots should be worn if working with wet product, with waterproof trousers pulled over them to help prevent product entering the boots. If the product saturates clothing, or enters gloves or boots, remove the articles immediately and wash before wearing again



Skin

Overalls and/or long-sleeved jackets and full length trousers should be worn to protect skin from contact with wet products. Outer clothing should be waterproof if contact with wet product is likely. Wear impermeable boots to protect feet. Safety wellington boots should be worn if working with wet product, with waterproof trousers pulled over them to help prevent product entering the boots. If the product saturates clothing, or enters gloves or boots, remove the articles immediately and wash before wearing again



Eye

Wear approved glasses or goggles according to EN 166 with anti-mist for eye protection when handling wet or dry material

- **Maximum/workplace exposure limit:**
 - **Long term exposure limit (LTEL 8hr TWA):** 10mg/m3, total inhalable dust, 4mg/m3, respirable dust, Crystalline Silica: 0.1mg/m3, Respirable
 - **Short term exposure limit (STEL 15min TWA):** N/A
- **Factors which increase risks:** Acids, ammonium salts, aluminium or other non-noble metals. Uncontrolled use of aluminium powder in wet product should be avoided as hydrogen is produced.
- **Storage precautions:** Bulk materials should be stored in silos that are waterproof. Packed products should be stored in unopened bags clear of the ground in cool, dry conditions and protected from excessive drought, excesses in temperatures in order to avoid

degradation of quality. Bags should be stacked in a stable manner. Do not use aluminum containers due to incompatibility of the materials.

- **Flashpoint:** N/A
- **Transport precautions:** N/A
- **Disposal precautions:** Allow to harden, avoid entry in sewerage and drainage systems or into bodies of water. Dispose of as hardened product as concrete waste. This is not classed as a dangerous waste.
- **Spill procedures:** Clean up wet material and place in container or controlled location. Allow material to dry and solidify before disposal.

COSHH assessment

DIESEL

Overview

- **Reference:** 14100
- **Composition:** Gasoil

Hazards



First aid



Eyes

Wash immediately in copious amounts of water, keeping eyelids apart for at least 15 minutes and consult a specialist.



Skin

Immediately remove all soiled or stained clothing. Wash immediately and abundantly with soap and water. If the skin is exposed to high-pressure spray, the product may enter the human body. In all such cases the affected person must be taken to hospital, even if no sign of injury can be detected.



Inhalation

In case of exposure to intense concentrations of vapours, fumes or spray, transport the person away from the contaminated zone, keep warm and allow to rest. Possible irritation of the respiratory tract and the mucous membranes. If breathing has stopped, apply artificial respiration.



Ingestion

Consult a doctor. Do not induce vomiting to avoid the risk of aspiration into the respiratory tract. Allow the person to rest. Possible risk of vomiting and diarrhoea.

Handling precautions and PPE



In confined premises, protective respiratory equipment may need to be used.

Respiratory



Hand

Impermeable hydrocarbon-proof gloves. In case of splashes or limited contact : Recommended materials: neoprene > 0,5 mm, PVC > 0,2 mm of liquid-proof material /> 60 minutes. In case of prolonged or repeated contact : Recommended materials : Fluoro polymer, PVA, all layer thickness, Nitrile > 0,3 mm, neoprene / > 480 minutes. For more precise details about the choice of appropriate protective glove, please contact the manufacturer.



Skin

N/A



Eye

Goggles, in case of risk of splashing. Skin and body (other than the hands) protection : Face mask, hydrocarbon-proof clothing, safety boots, as applicable.

- **Maximum/workplace exposure limit:**
 - **Long term exposure limit (LTEL 8hr TWA):** oil mist : 10mg/m3
 - **Short term exposure limit (STEL 15min TWA):** oil mist : 5mg/m3
- **Factors which increase risks:** Heat, sparks, ignition points, flames, static electricity, strong oxidising agents.
- **Storage precautions:** Store packaged product (drums, samples, cans...) in well-ventilated areas. STORE AT AMBIENT TEMPERATURE, away from water, moisture, heat, and any source of ignition. To be avoided: Do not store exposed to the elements. Dangerous reaction when in contact with strong oxidizers (herbicides etc...).
- **Flashpoint:** > 55 °C
- **Transport precautions:** Proper shipping name (national): DIESEL FUEL. Proper shipping name (international): DIESEL FUEL.
- **Disposal precautions:** The recommended method is recycling or incineration at an approved installation. Empty packagings may contain flammable or explosive vapours. Disposal via an authorised waste contractor.
- **Spill procedures:** Do not allow to penetrate into sewers, rivers and ground water. Cover discharges with foam in order to reduce the risks of ignition. In case of spillage, contact the competent authorities if the situation cannot be brought under control rapidly and efficiently.

COSHH assessment

Expanded polystyrene, EPS (generic product names)

Overview

- Reference: 9148
- Composition: POLYSTYRENE

First aid

	If dust particles enter the eye, wash with water
Eyes	
	No specific measures for material in its normal state. If in contact with molten material treat affected area immediately with cold water and seek medical attention, do not attempt to remove any molten or solidified material from the skin.
Skin	
	Dust particles from cutting are unlikely to be of inhalable dimensions unless power tools are used. If problems are experienced, remove to fresh air and drink water
Inhalation	
	Drink plenty of water if accidentally ingested.
Ingestion	

Handling precautions and PPE

	If cutting using hot wire ensure adequate ventilation to the workplace otherwise no specific requirements.
Respiratory	
	N/A
Hand	
	N/A
Skin	
	If cutting with power tools suitable eye protection is advised otherwise no specific requirements.
Eye	

- Maximum/workplace exposure limit:
 - Long term exposure limit (LTEL 8hr TWA): N/A
 - Short term exposure limit (STEL 15min TWA): N/A
- Factors which increase risks: Heating above 110°C, ignition sources, solvents, prolonged sunlight.
- Storage precautions: Store under cover in dry conditions, protected from direct sunlight. Stack sheet material flat without bearers.
- Flashpoint: 350°C
- Transport precautions: N/A
- Disposal precautions: Dispose of in accordance with regulations and procedures in force in the country of use or disposal.
- Spill procedures: N/A



Method Statement - Net, Deck & trim

Contract Details

Contract Number	10550	Contract Name	Campfield Market
Site Address	Lower Campfield Market M3 4FP		
Customer / PC	Amspec LTD		

Product and/or service provider company details

SMD, Structural Metal Decks Ltd - The Outlook, Ling Road, Tower Park, Poole, Dorset. BH12 4PY / Tel. +44 (0)1202 718898.

The Customer and Principal Contractor (PC) noted above is referenced throughout this document as “Customer” and “Principal Contractor”.

Distribution

Company	Role	Name	email / Phone
Customer	Site Manager	Carl Barber	Carlb@amspec.co.uk
SMD	Contracts Manager	Mark Bell	mbell@smdltd.co.uk / 07977 073064
SMD	Construction Manager	Nick Hampson	nhampson@smdltd.co.uk / 07971 294114
SMD	Site Foreman	Nick Hampson	nhampson@smdltd.co.uk / 07971 294115

Emergency Contact

Company	Role	Name	email / Phone
SMD	Contracts Manager	Mark Bell	mbell@smdltd.co.uk / 07977 073064
SMD	Managing Director	Ben Pratten	BPratten@smdltd.co.uk / 07971 294 112
SMD	Operations Manager (Deck)	Mark Bell	MBell@smdltd.co.uk / 07977 073 064
BSG	Health & Safety Advisor	Building Safety Group	01454 414 877

This document has been prepared by to indicate our commitment to Health & Safety and to detail the System of Work to be used. It will be used as a reference document by all involved in the Project, in particular the operatives on site. This Document should be read in conjunction with the Contract Risk Assessments & 'Construction Issue' drawings.

Document Version Control

Date	Revision	Status	Prepared by	Checked by	Changes Made
17.06.24	V1	Approval	N.Hampson	M.Bell	Method Statement for Approval

SMD-STA-2121 V21

Contents

Standard Sections

Section	Title
1.0	Description of Works
2.0	Programme / Resource Levels / Weather
3.0	Site Conditions / Restrictions
4.0	Health and Safety Training
5.0	Attendances
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12.0	Personal Protective Equipment
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Contract Specific Sections

18.0	Installation, Safety Netting
19.0	Installation, Metal Deck
20.0	Installation, Edge Trim (Standard)
21.0	Installation, Voidsafe® Protection System
22.0	Completed 'Decking Works' Handovers
23.0	Installation, Stud welding
24.0	RAMS Approval / Register
25.0	APPENDIX (Document References)

Accompanying Documents

1	SMD-STA-2001 V3, Site Risk Assessment, Fall Arrest, Netting
2	SMD-STA-2004 V1, Site Risk Assessment, Metal Decking
3	SMD-STA-2006 V6, Site Risk Assessment, VoidSafe
4	SMD-STA-2007 V1, Site Risk Assessment, Stud Welding
5	SMD-STA-2181, COSHH Assessment, Net Deck Stud
6	SMD-STA-3006, Health & Safety Policy
7	SMD-STA-2126, HAVs Monitoring Sheet
8	SMD-STA-2105, Handover Sheet, Steelwork
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1.0 Description of Works

1.1 Our Package

Our package consists of the following products and services. Please request if further product specific information is required.

	Contracted Works	Specification	Measure
All	Product(s) used on this contract	Netting / Floor Deck / VoidSafe / Studs	
Floor Deck	Floor Deck - Profiled metal deck for the construction of composite floor slabs (inc. edge trim and flashings).	TR60+	2,120m²
VoidSafe	VoidSafe® Protection System - GRP mesh panels to cover voids and supporting bespoke edge trim.	VS38	10m²
Shear Connectors	Thru deck welded shear studs (size noted LAW) for the composite floor beams.	19 x 95mm	4,056 No.

1.2 Change in Method of Working or SSOW

Should any changes to installation method or SSOW be identified then work should cease immediately, SMD Site Foreman to contact SMD office to discuss and agree in conjunction with Amspec LTD, a new agreed methodology. This should be reflected in an updated Method Statement and issued for approval and signed by the operative on site.

2.0 Programme / Resource Levels / Weather

2.1 Sequence of work

As per Programme

Sequence of work will be in accordance with the contract programme, although final planning and co-ordination will be managed at site level. Co-ordination of works on site is imperative to ensure that other trades are not working above or below the area where we are required to work.

Subject to programme requirements we anticipate the following:

	Description	Information	
Deck	Number of deliveries allowed for	No.	1
	First delivery of materials	Date	01-05.08.24
	Commencement of fixing	Date	03.09.24
	Number of visits to site	No.	1
	Expected Number of weeks on site	No. Weeks	0.2
	Site installation resource (No. Personnel)	Net / Deck Ops	2
		Stud Welders	2

2.2 Sequence of work

Following completion of the steel frame, handrails and loading out of deck packs, the steel work must be handed over to SMD to ensure it is safe to access. The subcontract works will progress vertically, working from the agreed level, upwards through the building using the previous level of metal decking as a working platform.

IMPORTANT NOTE - No aunautorised personel or plant allowed on incomplete areas of our works.

No other trades or plant should be allowed on incomplete decking.

- 1 Obtain Handover for steel frame / edge protection and access.
- 2 Netting - Install fall arrest system.
- 3 Netting - Issue Handover certificate for completed safety nets.
- 4 Decking - Install Metal Decking / Edge Trim / VoidSafe and Handover completed area.
- 5 Netting - Remove fall arraest system.
- 6 Stud Welding - Install welded shear studs & Handover completed area.
- 7
- 8
- 9
- 10
- 11

2.3 Weather conditions

When Installing - Netting / Deck / Trim / Voidsafe / Welded Shear Studs

Temperatures below freezing, heavy rain or high winds may impact progress of site activities.

At the discretion of our Site Foreman & Construction Manager, works may be postponed if the weather increases the risk from site activities. Weather is to be classified as a non-event in the programme, an extension of proramme may be required.

3.0 Site Conditions / Restrictions

3.1 Sequence of work

Item	Details / Comments		
SMD Site Working Hours		Mainland	
	Monday – Friday	07:30 – 16:30	(Unrestricted between these hours)
	Saturday	Not applicable	
	Sunday	Not applicable	
Site Delivery Times			
	Monday – Friday	07:00 - 18:00	(Unrestricted between these hours)
	Saturday	Not applicable	
	Sunday	Not applicable	
Delivery / Access Restrictions	N/A		
Offloading / Lifting to Level	Materials must be unloaded from the vehicle using a site crane or hoist.		
Stud Welding Power Source	Mobile Rig and Generator		
Noise Restrictions	No Restrictions		
Adjoining Properties / Premises	It is the Main Contractor's responsibility to carefully consider any required protection from on-site activities to people, properties, materials, vehicles/plant and surfaces contained inside and outside of the boundaries, and ensure any required protection is in place prior to any of our works commencing.		
Hot Works Procedures	Principal Contractor procedure will be used including requisite cool down period.		
Other Notes and Comments			

4.0 Health and Safety Training

4.1 Site Inductions

Pre-enrolment online inductions

All SMD site operatives will have completed pre-enrolment inductions prior to arrival on site.

On Site

Site inductions are mandatory for all personnel and will ensure awareness of special site restrictions and safety rules. On arrival to site, operatives will report to the Amspec LTD Site Manager for Induction course that will be carried out by Amspec LTD.

4.1 Method Statement

Our Site Foreman/Concrete Site Supervisor will review the contents of this Method Statement with all operatives prior to works commencing and the Method Statement Register included in the appendix will be signed as a record of this review.

4.2 Toolbox Talks

Our Construction Manager/Site Foreman/Concrete Site Supervisor will undertake Toolbox Talks each week and as required by events on site. Records of all Toolbox Talks will be issued to Amspec LTD. See below list of the topics that are covered.

01 – Good Housekeeping	11 – Protecting Others
02 – Prevention of Hand Injuries	12 – Abrasive Wheels
03 – General Health & Safety Duties	13 – Manual Handling
04 – Eye Protection	14 – COSHH
05 – Noise	15 – Ladders
06 – Alcohol & Substance Abuse	16 – MEWP
07 – Fire Prevention & Protection	17 – Working at Height
08 – Fire Extinguishers	18 – Exclusion Zones
09 – Direct Fastening Tools	19 – Safety Nets
10 – Portable Electrical Tools	

Copies of the above Toolbox Tool sheets are available on request.

Site Operatives, Foreman, Supervisors & Construction Managers will be trained, competent & certificated in accordance with the following matrix:

	N/D/T/S	N/D/T/S	N/D/T/S	Management	
Training	Trainee	Operatives	Foreman	Supervisors	Construction Manager
CSCS Card (Blue Skilled)	✓	✓	✓	✓	✓
Inspection & Safey Use of Harnesses					
FASET (Netting Only)		✓	✓	✓	✓
Manual Handling	✓	✓	✓	✓	✓
Safe Working at Height	✓	✓	✓		
Cartridge/Gas Tool Training	✓	✓	✓		
Abrasive Wheel Training	✓	✓	✓		
SSSTS Training			✓	✓	
SMSTS Training					✓
IPAF Powered Access Licence		✓	✓		
Fire Safety Training	✓	✓	✓	✓	✓

NOTE - Should copies of certificates be required, these can be issued upon request.

N = Net / D = Deck / T = Trim / S = Stud

5.0 Attendances

	Requirement	Amspec LTD	SMD
General	Welfare Facilities	✓	X
General	First Aider(s)	✓	X
General	Provision of skips	✓	X
General	Waste Removal Vertical Lifts of Skips to/from Level	✓	X
General	Access to Level of Works	✓	X
General	Edge Protection Handrail to perimeters and voids & handrail for protection of phase edges	✓	X
General	Protection of adjoining properties/premises Including items contained within its boundaries from site activities	✓	X
General	Small Tools, Equipment, Extension Leads	X	✓
Power	Stud Welding - Supply within 60m of stud location. 415 @ 50Hz / Amperage 125 AMPS per phase + IRC fuse, if using a circuit breaker Class D or better	✓ (Mains Power)	✓ Mobile Rig and Generator
Power	110v Site Power	✓	X
Fall Arrest	Safety Netting	X	✓
Fall Arrest	MEWP with anti-entrapment device and Harness ON fitted.	✓	X
Fall Arrest	Airbags provided and maintained to underside of supporting structure	✓	X
Fall Arrest	Scaffold crash deck provided and maintained to underside of supporting structure	✓	X
Decking	Off-Loading, hoisting and distribution of decking related materials/plant. Vertical distribution of materials & plant around working level/s (inc all deck, stud & ancillaries)	✓	X
Decking	Temporary Propping Refer to deck 'Construction Issue' drawings for locations, Spans > 4m require propping before deck installation.	✓	X

✓ = To Provide / X = No responsibility

6.0 Deliveries / Offloading and Hoisting

6.1 Deliveries

Ground conditions

When materials are being delivered to site, the area in which deliveries are held/parked/unloaded, the ground conditions must be firm, on level ground and capable of withstanding the loadings imposed by vehicle. Any limits on loading capacity must be advised four weeks prior to deliveries to site, to allow suitable vehicles to be booked/used.

Deck / Trim Deliveries

Metal Deck / Trim materials will be delivered using the following vehicle:-

Vehicle Type	Overall Length	Trailer Length	Width	Weight	Max Load Weight
Articulated Truck and Trailer	16m	13.5m	2.55m	25t	25t

Materials must be unloaded from the vehicle using a site crane or hoist.

Shear stud deliveries

Shear studs are often delivered to site with the mobile generator but may be arranged as a separate load for static/mains/larger contracts. In this instance, materials will need to be unloaded by Amspec LTD

Refer TGN Online for more information - https://smdltd.co.uk/tgn-online/9.5_Lifting_Shear_Studs_to_Level

Voidsafe Deliveries

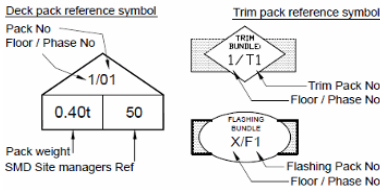
Voidsafe GRP panel deliveries will be sent to site on pallets. Vehicles will vary depending on the courier (typically a rigid vehicle). Offloading and lifting to level to be carried out by Amspec LTD.

6.2 Deck packs

Decking sheets are delivered in packs of up to 24 sheets secured with metal banding. The pack can be up to 2.00 Tonnes in weight and 12m in length. Actual pack weights and dimensions will be indicated on deck layout 'Construction Issue' drawings.

No. Deck loads allowcated	2		
Approx. No. packs per load	18	Approx. Weight per pack	1000KGS

Decking packs are identified on decking layout 'Construction Issue' drawings and will have a unique identification tag (right). The packs are marked with a sprayed line on one side to indicate how they should be loaded onto the steel frame. The sprayed line represents the top of the triangle on the deck pack reference symbol and should face in the direction in which the point of the triangle is facing on the site specific deck 'Construction Issue' drawings.



6.3 Deck pack positioning

Decking packs must be positioned in accordance with deck layout 'Construction Issue' drawings to avoid unnecessary manual handling. All deck 'Construction Issue' drawings include a legend in the right hand corner of the page which reiterates how to load out the decking.

Deck packs located, not in acordance to SMD 'Construction Issue' drawings may be required to be moved to allow for the safe sequence of works.

6.4 Edge trim / Flashing packs

Edge trim / Flashing are to be hoisted to level by mechanical plant, which can be stored on steel frame. It is not permissible to load out trim by hand.

6.5 Shear stud hoisting

Where shear studs are hoisted to level by crane, barrels must only be lifted using tested and certificated barrel lifts, pallet forks or stillage's.

Refer to TGN Online for more information - https://smdltd.co.uk/tgn-online/9.5_Lifting_Shear_Studs_to_Level

6.6 Lead-in times

SMD will arrange deliveries with Amspec LTD allowing;

- Decking - 8 to 10 clear working days'

6.7 Storage of materials on site

Materials that arent lifted to level directly from delivery, and propsed to be stored on site until required, Amspec LTD is responsible for storing safety and securely.

7.0 Fire Precautions / Hot Works

7.1 Hot works permit

A hot works permit will be obtained by our Site Foreman/Site Supervisor from the Principle Contractor prior to starting any hot works. Hot works will involve the following activities;

- Cutting Metal decking sheets and Edge trim / Flashing
- Stud Welding

7.2 Combustible materials

All combustible materials should be removed from area below stud welding prior to commencement. Any immovable combustible materials, plant, or surfaces likely to be damaged by fire are to be temporarily sealed off by others from the area below which the studs are being welded. We will bring to the attention of Amspec LTD any situation where a flammable hazard obviously exists, although it must be noted that some materials are not obviously a risk.

7.3 Safety net removal for stud welding

Safety nets must be removed prior to commencement of stud welding.

7.4 Fire extinguishers

We will supply and make available for immediate use x2 Dry Powder or Foam fire extinguishers at the place of work. After the termination of each period of work, a thorough examination is to be made of the area in which the studs have been welded to check for smouldering materials.

7.5 Fuel storage

Fuel for petrol driven tools will be stored in a proprietary container. Fuel storage and refilling of tools will be a suitable distance away from the working area so as to avoid the possibility of fires.

7.6 Refuelling of plant

Mobile stud welding generator will be refuelled off site. MEWPs, Telehandlers, pickers or any other types of site-based plant, will be refuelled on site ADHOC.

8.0 Protection of Falls from Height

8.1 The Work at Height Regulations

In accordance with The Work at Height Regulations 2005 a Method of work for work at height has been selected that gives preference to collective over personal control measures.

8.2 Installation of Fall Arrest

During the installation of deck sheets, working at height cannot be avoided and operatives will be protected as follows:

Type	Area	Details / Comments
Safety Nets	All areas	Safety nets manufactured to with BS EN 1263-1 and rigged in accordance with BS EN 1263-2 and BS 8411-2007 in all areas.

8.3 Edge protection

Prior to the commencement of deck installation, edge protection must be provided to all perimeter edges, internal voids and phase breaks. All edge protection to be installed in line with BS EN 13374.

During the installation of Shear Studs / Edge Trim, the decking forms a working platform and with the provision of edge protection to perimeters, phase edges and voids satisfy level two of the hierarchy and remove the reliance on fall protection.

Where a phased sequence is required consideration must be given to the provision of edge protection at the phase. Where steel erection does not extend beyond the phase line, protection will be in the form of a temporary edge protection.

Where steelwork is erected beyond the phase line it is acceptable to extend a safety net 3m to form a catch net.

On multi-storey levels this may produce a 'pyramid effect' as the effective working area reduces on each floor.

8.4 Removal of nets

Decking sheets must be 100% fixed in line with the specification on SMD decking 'Construction Issue' drawings. This is to include side stitching and no gaps greater than 100mm in the decking shall be left prior to any safety nets or fall protection being removed.

8.5 Access and signage

'Restricted access' signage will be in place to close off areas of on-going decking works yet to be handed over. These areas are only to be accessed by SMD personel whilst works are carried out.

Should access need to be gained by any others to these areas, an SMD Access Permit (Doc SMD-STA-2110) will need to be requested from the main contractor, and signed by the SMD Site Forman before access can be granted.

9.0 Manual Handling

9.1 Manual Handling Operations Regulations

The Manual Handling Operations Regulations 1992, require employers to ensure that Manual Handling operations are eliminated, so far is reasonably practicable. Where manual handling cannot be eliminated an assessment is required of the risks created by that work, and of the steps needed to be taken to control exposure of the hazards imposed. Our risk assessment is attached to this Method Statement.

10.0 Work Equipment

10.1 The Provision and use of Work Equipment Regulations

The Provision and use of Work Equipment Regulations 1998, require employers to ensure that any work equipment provided is suitable for the purpose for which it is provided, is maintained in an efficient state and is in good repair.

Routine and planned inspection, testing and servicing will be managed by SMD's supply chain, so that all equipment is in good repair.

10.2 Daily inspections

In addition, daily inspections will be undertaken and any items found to be defective will be removed from service, tagged and returned for repair.

The following summarises work equipment required when installing:

- Netting - Pole, MEWP, lanyards, full body harness, ladder
- Metal Deck - Petrol Cut Off Saw, Cordless and 110v screw drill, 110v Extension Leads and Cartridge and Gas Tools.
- Metal Edge trim / Flashing - Petrol Cut Off Saw, Cordless and 110v screw drill, 110v Extension Leads and Cartridge and Gas Tools.
- Welded Shear Studs - Stud welding generator, rectifier, cables/leads, drawn arc stud welding gun, small hand tools, petrol blower and bend testing bar

11.0 Refuelling of Equipment

This section outlines the procedures to be followed for the safe refuelling of equipment on construction sites. It aims to minimize the risks associated with fuel handling, prevent environmental contamination, and ensure the health and safety of personnel involved in refueling operations.

11.1 Preparation

Identify designated refueling areas away from ignition sources, hot work zones, and high traffic areas.

Ensure all personnel involved in refueling operations are adequately trained in safe refueling procedures and emergency response protocols.

Conduct a pre-refueling inspection of equipment to ensure it is in a safe condition and free from defects that could lead to fuel leaks or spills.

11.2 Safety Precautions

No smoking, open flames, or sparks allowed in the vicinity of refueling areas.

Use appropriate personal protective equipment (PPE) including gloves, safety goggles, and protective clothing.

Ensure proper ventilation in indoor refueling areas to prevent the accumulation of flammable vapors.

Keep firefighting equipment, spill kits, and emergency shut-off devices readily accessible.

11.3 Refueling Procedure

1. Place the equipment in the designated refueling area
2. Switch off the engine and any auxiliary equipment to eliminate ignition sources.
3. Ensure relevant fire extinguishers are present when refuelling in case of fire.
4. Ground the equipment to prevent static electricity buildup by connecting a bonding cable between the equipment and the refueling tank.
5. Open the fuel tank cap slowly to release any pressure buildup.
- 6 . Use approved fuel containers or a refueling pump to transfer fuel to the equipment's tank, ensuring that the nozzle is securely connected, spill kits are used where needed, and the flow rate is controlled to prevent overfilling.
7. Monitor the refueling process closely and stop immediately if any spillage or leaks occur.
8. If spillage occurs, immediately cease refueling, contain the spill using absorbent materials from the spill kit, and clean up the area following appropriate procedures.
9. After refueling is complete, securely close the fuel tank cap and inspect for any signs of leaks or spills.
10. Dispose of used fuel containers and absorbent materials properly according to environmental regulations.

11.4 Post-Refueling Checks

Conduct a post-refueling inspection of the equipment to ensure it is in a safe and operable condition.

Check for any fuel leaks or spills around the refueling area and clean up as necessary.

Record refueling activities, including fuel quantities added, equipment inspected, and any incidents or observations, in the site logbook.

11.5 Emergency Procedures

In the event of a fuel spill, fire, or other emergency, follow the site's emergency response plan.

Evacuate the area if necessary and notify site management, emergency services, and relevant personnel immediately.

Use firefighting equipment and spill control measures to contain the emergency and prevent escalation.

11.6 Review and Documentation

Conduct regular reviews of the refueling procedures to identify opportunities for improvement.

Maintain records of refueling activities, inspections, and any incidents for compliance and audit purposes.

12.0 Personal Protective Equipment

12.1 PPE inspections

SMD's Site Operatives will inspect all PPE daily. The use of PPE will be enforced as appropriate to the task being undertaken.

12.2 PPE requirements

Standard PPE should be worn listed below including that noted in task specific Risk Assessments.

The following summarises PPE required for SMD's works.

Description of PPE	Supervisors, Managers & Visitors	Netting Activities	Decking Activities	VoidSafe Activities	Studding Activities		
Head - Safety Helmets Pen EN397 Inc. 4-point chin strap	✓	✓	✓	✓	✓		
Workwear Hi Visibility EN471 Class 1	✓	✓	✓	✓	✓		
Footwear Heavy duty steel toe cap Inc. steel mid sole - EN ISO 20345	✓	✓	✓	✓	✓		
Gloves cut level E Manual Handling High protection – EN388	✓	✓	✓	✓	✓		
Gloves cut level E Heat Protection High protection – EN388 Inc. welding gauntlets					✓ (Welding only)		
Eyewear - Safety Spectacle EN166 1F	✓	✓	✓	✓	✓		
Eyewear - Goggles Shot firing & abrasive wheels - EN166 1B			✓	✓			
Eyewear - Goggles for welding Dark lenses/welding screen EN166 1F & EN169					✓		
Ear Defenders EN352-1- helmet mounted	✓	✓	✓	✓	✓		
Respiratory Protection RPE – P3 filter, air fed mask for welding				✓	✓		
Full Body Harness EN361		✓					
Fall Arrest Lanyard EN355		✓					

13.0 Accidents

13.1 Reporting

All accidents, incidents and near misses occurring on site will be reported to Amspec LTD. Accidents will be recorded in the Site Accident Book.

13.2 Investigations

Following an accident or near miss, SMD shall undertake an accident investigation which shall be issued to the Customer. Preventative action shall then be assessed and implemented.

13.3 Time off work

All accidents requiring more than seven consecutive days off work, (not counting the day of the accident but including weekends and rest days) must be reported in line with RIDDOR to the HSE, within 15 days of the accident via Form F2508.

13.4 Report to HSE

All major injuries, reportable diseases and dangerous occurrences must be reported to the HSE by the quickest viable means and confirmed within 10 days via Form F2508.

14.0 Noise

14.1 Noise Assessment

Our Risk Assessment RA.12, Noise on Site, demonstrates that SMD's works are likely to produce noise above the permitted levels. Operatives will hence be equipped with and use as appropriate ear defenders and erect signage to warn other trades.

To review full details, refer to our Noise Assessment in the document provided.

Expected Noise based on distance from source

5m = 96db	15m = 88db	25m = 82db	35m = 79db
10m = 90db	20m = 84db	30m = 80db	40m = 78db

14.2 Concrete 24hr noise operation

Concrete works are a 24hrs operation and it is the responsibility of Amspec LTD to inform the relevant enforcing authorities and also provide on-site representation throughout the duration of our works.

15.0 Hand Arm Vibration

We are committed to managing and reducing exposure of operatives to vibration in accordance with HSE guidelines.

15.1 Cartridge and gas tools

Cartridge and gas tools, due to the nature & frequency of the recoil do not contribute to HAVs issues. The use of abrasive wheels for cutting will result in a level of exposure for site operatives to HAV's.

Cutting is performed using Makita EK6100, Stihl TS400 or Husquarvna K760 cut off saws which are fitted with low vibration anti-HAV mountings.

15.2 HSE HAV calculator

The chart below is an extract based on the HSE HAV calculator which shows how many hours/minutes each item can be used in combination with each other on a sliding scale.

Tanks of fuel are used as a useful reference for operatives as this negates the need for time recording.

Item	Acceptable Risk				Unacceptable Risk				
Tanks of fuel	1/4	1/4	1/2	1	2	3	4	5	5
Hours of use	0	0	0	0	1	2	2	3	3
Minutes of use	10	20	30	40	20	0	40	20	30
Risk	No Risk	Very Low Risk			Low Risk	Medium Risk	Significant Risk	High Risk	

Based on this chart & historic usage there are limited recorded instances where a single operative has exceeded 2 tanks of fuel / 1 hour 30min usage in a single day.

If there is a requirement for extraordinary cutting, then work rotation will be implemented between the various operatives on site.

SMD Site Foreman / Supervisors will monitor HAV using the appended HAV Monitoring sheet. The below is an example of the document used.



HAND-ARM VIBRATION EXPOSURE CALCULATOR

Version 4.3 January 2014

Tool or process name	Vibration magnitude m/s² r.m.s.	Exposure points per hour	Time to reach EAV 2.5 m/s² A (8)		Time to reach ELV 5 m/s² A (8)		Exposure duration		Partial exposure m/s² A (8)	Partial exposure points
			hours	minutes	hours	minutes	hours	minutes		
Cut Saw	7.6	116		52	3	28				
Concrete Poker	2.5	13	8		>24					
Power Float - Hand	3.85	30	3	22	13	30				
Magiscreed	2.8	16	6	23	>24					
Power Floar - Ride on	4.8	46	2	10	8	41				

☐ Lock Tool or process names

Zoom to fit

Help

Reset

Instructions for use:
Enter vibration magnitudes and exposure durations in the white areas
To calculate, press <Enter>, or move the cursor to a different cell
The results are displayed in the yellow areas
To clear all cells, click on the 'Reset' button
Tick the 'Lock tool or process name' check box to prevent 'Reset' clearing these cells
For more information, click the 'Help' button

Daily exposure
m/s² A (8)

Total exposure
points

The above table is an example showing the use of a cut saw within an 8 hour shift, exposing employees to their limit of vibrations (ELV). In this example, employees shall only use a cut saw for a maximum of one hour in any one shift.

<https://www.hse.gov.uk/vibration/hav/calculator-guide.htm>

As on most projects operatives will be using a combination of the two pieces of equipment there needs to be a method of assessing the combined use at varying durations.

We will operate job rotation and regular breaks when using any of the above tools.

Exposure points per hour will be recorded for tool duration time in the HAVs Register. Care will be taken to ensure that no operative will exceed 350 daily exposure points. Care will also be taken to ensure that hands are kept warm and good blood is reached in the hands.

16.0 COSHH

16.1 COSHH Assessment

A copy of our company COSHH Assessment(s) will be attached with this Method Statement.

16.2 Allowance of substance

No substance will be permitted to be used unless a suitable assessment of the risks involved has been made and steps taken to eliminate or minimise the risks.

17.0 Removal of Scrap

17.1 Scrap & waste

Scrap & waste will need be collected, neatly placed and secured in an agreed location, at the end of each shift to facilitate the removal from level.

Metal scrap is extremely sharp and can be hazardous to move long distances. The distance to the agreed location must therefore be kept to a minimum. Scrap must never be carried down ladders or over long distances across the site. Protective gloves must be worn at all times whilst handling metal scrap.

17.2 Removal

The responsibility for Skip provision is as noted in Section 4.

Vertical lifts for scrap materials are the responsibility of others.

Site operatives will not manually handle any scrap down from level. We will not undertake controlled drop zones or "bombing" of scrap under any circumstances.

Lifting skip(s) on or adjacent to the working area.

SMD site operatives will directly place scrap in the skip(s) for removal as agreed above.

Skip(s) located on ground level

SMD operatives will move all scrap to an agreed location, and assist in loading the customers preferred method of removal of scrap from level, to be disposed in ground level skip(s) by others.

If there are no means of removing scrap from level during our works on site, it is the responsibility of the customer to remove scrap from level.

Lifting skips on or adjacent to the working area.

SMD operatives will directly place scrap in the skip for removal as agreed above.

18.0 Installation, Safety Netting

18.1 Specification

Type S safety nets, manufactured to BS EN 1263 Part 1, will be erected & stripped in accordance with BS EN 1263 Part 2 and BS 8411-2007.

Nets will each have an identification label displaying the unique serial number, the date of manufacture, class, net size and a reference to the British Standard.

Nets will be rigged as close to the working level as possible to minimise fall height and possible injury in the event of a fall. Where possible the centre of the net will be within 2m of the working platform.

The general practice for the erection of the safety net is to start in a corner first, then work down each side of the net, tying at a maximum of 2.5 metre intervals, using rope attachment and 1.5 metre intervals when using net claw, ensuring that no gaps are >100mm.

Each net has four UV test meshes attached when new. One test mesh will be tested each year to ensure that the condition has not deteriorated through UV exposure. A record will be maintained for all inspections, repairs and tests to show the history of each individual net.

18.2 Access Methods

FASET do not recommend the use of scaffold towers or hop-ups for the rigging and de-rigging of safety nets due to the lateral loads imposed during rigging, stripping & the consequential hazard of overturning.

Having considered the recommendations of FASET, access on this contract will be via:

• Remote attachment device (Net Claw & Pole) - Building

Remote Attachment Device (Net Claw & Pole)

Work is carried out from the level below which significantly reduces the risks associated with working at height. In order to install additional fixings, or to tension the net, it may be necessary to work for short durations from a footed ladder.

18.3 Method of Attachment

Netting will be supported at 2.5m maximum centres, to attachment points capable of supporting a point load of 6kn, using a combination of Net claw and Nylon Rope (12.5mm diameter). On floors above second storey all net claws to be tied in.

18.4 Tension and Sag

It is important not to over tension the safety net because it induces higher loads on impact, on both the faller and the anchor points. Sag must not be more than 10% of the shortest span, between supporting structures. Sag is measured at the centre of the net, mid span.

The net is designed to deform if someone falls into it & it is imperative that there is sufficient clearance below the safety net to allow for the deflection which will depend on the free fall height and the span of the net - as a general rule, a clear distance of 3m is recommended.

For further information on this, refer to FASET Bulletin SN23 (Revision 4) 'Clearance Distances Beneath Safety Nets' <https://www.faset.org.uk/wp-content/uploads/2023/09/FASET-SN-23-Clearance-Distances-Beneath-Safety-Nets-Rev-4-230911.pdf>

18.5 Handover of the Safety Netting System

Safety netting is rigged prior to the decking installation and are only typically in place for a few days until the decking works are complete. Where netting is in place longer than 7 days, a weekly inspection will be conducted by a FASET trained operative to ensure the installation remains safe and effective.

The net riggers will complete Handover Certificate to confirm the netting has been installed to the required standards of the BS EN 1263 Part 1. A further check must be made if the netting has been subject to adverse weather conditions or remains in place for more than 7 days.

Handover certificates and weekly checks to be given to Amspec LTD site team.

18.6 Recovery of Fallers into Net

FASET records indicate that there has been a minimal amount of falls in the UK where the faller has required assisted recovery.

By positioning the net as close as possible to the working level, the risk of injury when falling into netting becomes significantly reduced.

Most falls into a safety net, will involve either a “stagger and foot down” or “trip and stumble” into the net. In these situations, the “faller” will simply climb out of the net and must report the incident to the Foreman and Site Manager. All work must stop and all operatives must come down from level, until the net can be replaced and taken out of service for a full inspection.

For fall into a safety net the following should be followed:-

Storey Height	Equipment	Severity of injury		
		Conscious & Uninjured	Injured but conscious*	Injured & Unconscious*
Below 4.5m	Ladder	Self Recover climbing up net / use of ladders to assist exit from net.	<div>• Assess injury from above</div> <div>• Enter the net to assist minor injury and aid recovery using ladder from above</div> <div>• Rescue from below using a ladder/stretchers and cutting the net</div>	<div>• Dial 999 for Ambulance</div> <div>• Enter the net and assess ABC's</div> <div>• Recover from below using a ladder/stretchers and cutting the net.</div>
Above 4.5m (Typically Rope access)	Fixed harness (not connected) & Ladder for net recovery	Self Recover climbing up net / use of ladders to assist exit from net	<div>• Assess injury from above</div> <div>• Enter the net to assist minor injury and aid recovery using ladder from above</div> <div>• Call 999 for fire brigade and ambulance and await arrival if unable to recover from above.</div>	<div>• Call 999 for Fire Brigade & Ambulance</div> <div>• Enter the net and assess ABC's if deemed able</div> <div>• Await emergency services</div> <div>• If not breathing attach harness to MEWP and lift/lower out of net if possible</div>

*Action noted RED requires emergency services to effect recovery.

In the event of a fall into a net the net will be stripped, removed from site for inspection, and a replacement net positioned before work continues above the area.

19.0 Installation, Metal Deck

19.1 Prior to the commencement of deck installation

Prior to the commencement of deck installation, the fall protection and edge protection (detailed in Section 8) will be provided and inspected, with the appropriate SMD Steel Handover Certificate issued by the customer, signed and accepted by SMD Site Foreman, ensuring a safe area of work for decking operatives to work within. The ratchet straps are attached to the columns approx. 1m from the floor.

19.2 Exclusion zone

Exclusion zones will be created to the area below of on-going works to warn other trades of the hazards presented from decking operations. This shall be created by installing straps around the work area and displaying of suitable signage. Along with this, suitable signage will be displayed in areas of access of incomplete decking levels.

19.3 Stored materials

No other trades materials are permitted to be placed/stored on the deck until it has been handed over and accepted. No work should be carried out above or below our area of operations - Amspec LTD shall be responsible for the phasing of other works.

19.4 Access to incomplete areas

Should any other person apart from SMD Site Operatives require access to incomplete decking areas, a suitable risk assessment and an SMD Temporary Access Permit must be completed. This access requirement must be communicated to the SMD Foreman prior to access.

We do not permit the use of towers on incomplete decking. This must be avoided at all times.

19.5 Temporary storage of deck sheets

If all sheets in a pack cannot be fixed by the end of a shift, the unfixed sheets will be secured to the deck already laid. All scrap materials and off cuts will also be secured at the end of every shift. Sheets should be banded over, with the bands either nailed to a beam or screwed to the already installed deck.

19.6 Supporting Structure and Temporary Propping

The minimum-bearing for decking is 50mm on steelwork, and 75mm on masonry or concrete.

Masonry /concrete structures must be allowed to cure for a minimum 72 hours prior to placing of metal decking.

Temporary Propping requirements will be clearly noted on SMD 'Construction Issue' drawings.

Where Temporary Propping is required, it must be provided by Amspec LTD.

In most situations, this is required to be in place prior to the concrete pour, but its important to note that in some circumstances, it will need to be in place prior to decking installation. This will be noted on SMD 'Construction Issue' drawings.

19.7 Access to Level

Wherever possible the decking installation should commence from a corner, so that the number of leading edges are limited. The preferred form of access is always a permanent stair. If this is not available, a haki stair or ladders are acceptable. If haki and ladders are the only option, this must be risk assessed by the customer prior to our arrival. Ideally, access to be provided adjacent to start location.

19.8 Installing Decking Sheets

Unpainted steel top flanges for Shear Stud Welding

Prior to installing any floor deck, it is essential that operatives check that top flanges have not been painted on beams that are to have shear studs installed later in the installation process. All beams that require through deck welded shear studs, must be left free from paint/galvanisation. Any beams identified to have paint or any other contamination should be highlighted to Customer Site Manager.

Shallow Floor Deck

When commencing deck installation, the operatives will use the access provided and straddle the steelwork at either end of the first bundle of decking to remove the banding. For safety reasons where beams are too deep / wide, operatives will stand on the top flange to access the first deck packs. The first sheet will be pushed out onto the steelwork to be used as a working platform from which to lay the remaining sheets in that bay, creating a safe route back to the access point.

Decking sheets will be slid into position, lapped together, lined up and fixed into place once the adjacent bay has been laid, and the troughs of the decking have been lined through. All laid decking sheets must be 100% fixed to primary supports at the end of every shift.

19.9 Cutting / Notching

Decking sheets are delivered to site at the correct square cut length. Raking cutting, rips and notching around columns and other protrusions will be carried out using petrol driven disc cutters.

Where curved edges are required the following procedure will be adopted:

- Loose fit square cut decking
- Cut marks
- Remove sheet back onto safe decked area 2m away from perimeter
- Cut deck
- Reposition back in final location
- Secure

If any decking has to be cut insitu on perimeter the following alternative procedure will be adopted:

- Install decking
- Mark cuts
- Attach tether to the decking offcut
- Cut decking
- Remove off-cut and tether

19.10 Fixings

Products will be secured to supporting steel using the following approved tool/fixings:

			Standard Fixings		Heavy Duty Fixings	
Product	Brand / Type	Base Material	Tool	Fixing	Tool	Fixing
Deck/Trim	ITW Spit	Steel	P370	SDK9	P560	SBR14
Deck/Trim/HVBs	Hilti - Shot Fired	Steel	DX460 DX5	DAK 16	DX76	ENP 19
Deck/Trim	Hilti - Gas Fired	Steel	GX-3	X-P14 G3	-	-
Deck/Trim	Hilti	Concrete-/Block	DX460 DX5	X-SW Soft Washer	-	-
Deck/Trim	Hilti	Concrete-/Block	110v Drill	HPS-1 Hammer screw	-	-
Side Lap/Straps	Metal const'n screw	Steel	Battery Drill	Tek screw 4.8 x 20	-	-

Spent cartridges must not be left on decked areas. All spent/unspent cartridges and used gas canisters must be removed from site and disposed of as hazardous waste.

19.11 Fixing specification

All fixing will be installed in accordance with SMD decking layout drawings.

19.12 Sealing and Finishing off

Gaps up to 5mm are acceptable as they are not sufficient to allow concrete aggregate to escape. The decking is not a watertight solution, grout loss will inevitably occur from the panel ends and joints.

Gaps in excess of 5mm will be filled using expanding foam.

20.0 Installation, Edge Trim (Standard)

20.1 Edge Trim specification

Edge trims are supplied in 3.00m lengths and will be fixed at the perimeter and straps fixed at centres as indicated on the 'Construction Issue' drawings.

Where curved trims are required the edge trim will then be slotted to produce a faceted edge.

20.2 Forming Holes and Openings

Where trimmer steels are provided, decking sheets will be cut to suit the size of the opening and edge trim installed to the dimensions indicated on the SMD decking layout drawings. Where there are no supporting steelwork voids will be decked over and openings formed by others.

All edge trim supplied with 12mm holes at 1200mm centres which enables it to be tethered during installation so that the hazard from dropped material is mitigated.

Operatives are supplied with a tether which is secured to the trim and to the handrail. This is only removed once the trim is fixed in its final position.

20.3 Finger Beams

Where trim is required to beams that are isolated from the decked area suitable access must be provided by the customer usually in the form of a scaffold crash deck. Installation of this trim via a MEWP or by inertia reel blocks & harnesses is not permitted.

21.0 Installation, Voidsafe® Protection System

21.1 VoidSafe® Protection System

Where required, once on site, VoidSafe® grating panels will be safely stored until such time the decking and edge trim in an area has been installed and securely fixed. Generally, where VoidSafe® Protection System is to be installed by way of void protection, a bespoke edge trim profile will be installed.

For more information, refer to TGN Online - https://smdltd.co.uk/tgn-online/11.10_VoidSafe®_Protection_System

The edge trim will be manufactured such that the recess in the top of the trim will match the thickness of the GRP panels being installed with a minimum bearing of 50mm bearing required to safely install VoidSafe® Protection System.

The VoidSafe® GRP grating panels are individually pre-cut off site to size and labelled to correspond to the decking drawing, giving the level and phase location for each sheet.

VoidSafe® grating panels will be vertically distributed to level by Amspec LTD. Horizontal distribution will be by deck installer.

VoidSafe® Protection System will be installed while the safety nets are in place below the voids being protected. There will generally be no need for edge protection around these voids. However, in instances where edge protection is in place, it will need to be removed by the customer, to allow clear access for the VoidSafe® Protection System installation.

In the event where GRP panels require cutting on site, this procedure will not generate sparks, however, will produce dust. The dust is non-toxic, however suitable respiratory protective equipment (RPE) must be worn when cutting. PPE as noted in Section 11 are required as a minimum.

Tools used for cutting VoidSafe® grating panels can be either jigsaw, angle grinder with cutting disc or petrol disc cutter.

Once cut, the VoidSafe® grating panel will be installed into position before being secured to the edge trim by a tek screw and dome washer fixing. Fixing centres will be a maximum of 1000mm.

Voidsafe panels must always have bearing on a minimum of two ends opposite each other, this support must extend the full width of the GRP panel.

The span between the supported ends must be less than 1.7m.

Once each VoidSafe® grating panel has been securely fixed into position, the safety nets can then be de-rigged in preparation for stud welding works to follow.

All VoidSafe® grating panel scrap and off-cuts will be managed in line with Section 16 above.

SAFETY NOTE - Only holes that have been identified, designed and approved on SMD deck drawings are permitted. It is the responsibility of others to check the support requirements and structural properties of the VoidSafe® grating panel in the event of further holes and cut-outs being required.

22.0 Completed 'Decking Works' Handovers

Once all Decking operations have been completed in agreed areas/phasing, an SMD Handover sheet will be issued to Amspec LTD by the SMD Foreman.

23.0 Installation, Stud welding

23.1 Stud Welding Activity

Welded Shear Studs are installed using an automated drawn arc process which creates molten weld splatter both above and below the area of welding works.

Stud Welding cannot take place if reinforcement has been installed, due to the risk of electrical arcing. In the event that reinforcement is in position, stud welding operatives are under strict instructions to refuse to weld and notify the SMD Construction Manager.

Welding specification

All welding shall be in accordance with BS EN 14555.

23.2 Considerations prior to stud welding activities

Control of sparks from welding

During stud welding operations, a hazard is created by weld splatter potentially falling below, to minimise this hazard a FR Monaflex sheet will be used.

Prior to the commencement of Stud welding, internal voids, edges and phase breaks must be protected using the above noted fire blanket, if works are being carried out on floors below SMD exclusion zone.

Where the building perimeter falls within 2.5m of the site boundary and stud welding is required, this will also require the above fire blanket to be installed. The blanket will be secured to top handrail on the level being welded, dropped over the side of building and secured back into the lower level.

Studs will be welded within the confines of the blanket. No welding to perimeter will be undertaken when winds/gusts are considered sufficient to carry sparks beyond the blanket. Stud welding operatives will move the blanket as work proceeds.

Ventilation

In open well ventilated sites there are minimal risks from the inhalation of welding fumes as they are quickly dispersed into the atmosphere. To manage these risks, our stud welding installer will wear an air-fed mask as noted in Section 11.

In confined spaces, inhalation of fumes can result in respiratory effects such as “metal fume fever” and a collective protective measure may be required to be provided by the customer for the protection of others.

23.3 Stud welding plant

Stud welders will be operating a TRW Nelweld 6000 welding plant. This requires a 150 KVA 3 Phase 415-volt supply. This will be provided by power source indicated below.

Mobile Rig and Generator

19 tonne rigid HGV 7.00m long 2.50m wide 3.50m high.

To obtain a suitable earth access and hard standing is required to within 6m of steel frame and so that the distance between the generator and the stud welding tools does not exceed 60 metres.

23.4 Stud Welding Process

1	Ensure Barrels of Shear studs have been lifted to level by site crane/hoist. Refer Section 6 for more information.
2	Request hot works permit from customer site manager.
3	Rectifier needs to be located within 6.5m of the steel frame for the mass/earthing cable to be attached.
4	Unload cables and tools and move to level/area - These can be carried by hand but ideally lifted to level if in Highrise buildings. Each cable is a maximum of 20m long and 15kg in weight).
5	Carry out visual inspections to all equipment - any defected items to be replaced.
6	Lower cables from the working level to location of power source (this may involve lowering cables through voids or over the side of the building). When routing stud welding cables from the welding set to the workplace they must not be positioned over any sharp materials.
7	Connect cables to rectifier in line with manufacturers guidance.
8	Connect the stud welding gun.
9	Ensure Fall Arrest has been removed from the area directly below the area being welded prior to commencement of welding, due to the fire risk presented if they are left in place.
10	Ensure no flammable items are present on the level below.
11	Create exclusion zone using signage to stop other trades from accessing the area (to the level being worked on and the same area on the level below). No personnel or other works are allowed underneath the area in which stud welding is being carried out. Amspec LTD is responsible for programming other works that may be affected by our stud welding operations accordingly.
12	Ensure x2 fire extinguishers are present in the area being welded.
13	Remove any standing water off the metal decking using a petrol-powered blower (leaf blower).
14	Lay out the shear studs and ferrules to match decking drawings.
15	Install fire blankets (if needed) in locations identified.
16	Power up generator and turn on the stud welding rectifier, ensure settings are in line with agreed company specification.
17	Carry out Stud welding test procedure
18	Carry out installation of shear studs in line with metal decking drawings.
19	Power down generator and rectifier when stud welding operations have been complete.
20	Break ceramic ferrules away from all studs using a hammer (see Section below)
21	Carry out stud inspections (see section below)
22	Remove exclusion zones.
23	Remove cables and equipment from level.

23.5 Stud testing and inspections

Stud Weld Test

When starting stud welding operations for the first time each day, or after the welding equipment has been moved, a minimum of 10 test studs will be welded. These studs will be bent to 30° by placing a Stud Testing Bar over the stud. The test location should be recorded along with the results, Pass or Fail, as well as the settings used on that shift. If failure occurs to any stud during this testing process, the adjacent studs must be tested. If further failures occur, the set up will be adjusted and the tests repeated.

Stud Inspections

Upon completion of the stud welding work, the ceramic ferrules will be broken away from the base of the stud so that the visual inspection can be made. Unless agreed otherwise, the broken ferrules will be left on the deck either to be blown out by following trades or left to be absorbed into the concrete.

All studs will be visually inspected for quality. Should visual inspection reveal studs not having a full 360° weld fillet, each will be bent by placing a Stud Testing Bar over the stud and bending approximately 15° from vertical towards the nearest end of the beam. If the weld does not fracture, the stud should be considered acceptable and left bent. Studs that fail this test will be replaced.

If all the studs pass the visual inspection a minimum of 2 No. studs per beam should be tested; if a failure is found, then the studs on either side of the failed studs should also be tested.

23.6 Completed 'Stud Welding Works' Handovers

Once all Stud Welding operations have been completed in agreed areas/phasing, an SMD Handover sheet will be issued to Amspec LTD by the SMD Foreman.

24.0 RAMS Approval / Register

The individuals noted below have seen and understand SMD Method Statement for the above contract and undertake to adhere to the systems of work at all times. This register is to be signed by the individual prior to work commencing.

This needs to be signed and approved before we attend site.

Print Name	Signature	Date

People who have read and accepted these RAMS to sign below.

Print Name	Signature	Date

25.0 APPENDIX (Document References)

Netclaw product and installation information

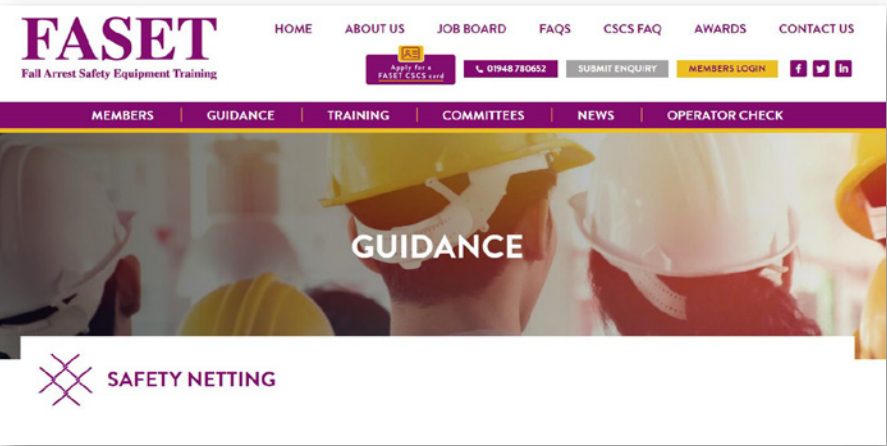


Scan here to view document

<https://smdltd.co.uk/wp-content/uploads/2022/12/NetClaw-User-Instruction.pdf>

FASET Guidance

<https://www.faset.org.uk/guidance/safety-netting/>



Harness-ON-Leaflet



Scan here to view document

https://smdltd.co.uk/wp-content/uploads/2024/01/Harness-ON-Leaflet_IAPA.pdf



Bolton Steel Structures Ltd
Unit 1B Pocket Nook Lane
Lowton
Warrington
WA3 1AW

Telephone: 01942 676294
<https://www.boltonstructures.com>

1.1 Legislation

- Health and Safety Work Act 1974
- The Management of Health and Safety at Work Regulations 1999, amendment 2006
- Workplace (Health, Safety and Welfare) Regulations 1992
- The Control of Asbestos Regulations 2012
- Provision and Use of Work Equipment Regulations (PUWER) 1998
- The Report-able Injuries Diseases & Dangerous Occurrence Regulations 2013 (RIDDOR)
- Control of Substances Hazardous to Health Regulations 2002
- The Work at Height Regulations 2005
- The Personal Protective Equipment at Work Regulations 1992, amendment 2002
- The Manual Handling Operations Regulations 1992
- The Construction (Design and Management) Regulations 2015
- The Management of Health and Safety at Work Regulations 2006
- The Reportable Injuries Diseases & Dangerous Occurrence Regulations 2013 (RIDDOR)
- The Personal Protective Equipment at Work Regulations 2002

1.0 Method statement

Lower Campfield

Location of works:
Lower Campfield

Site address:
Byrom Street
Manchester

Rams reference: REV B
Client reference: AMSPEC
Client: AMSPEC
Start date and end date: 02/12/2024 to

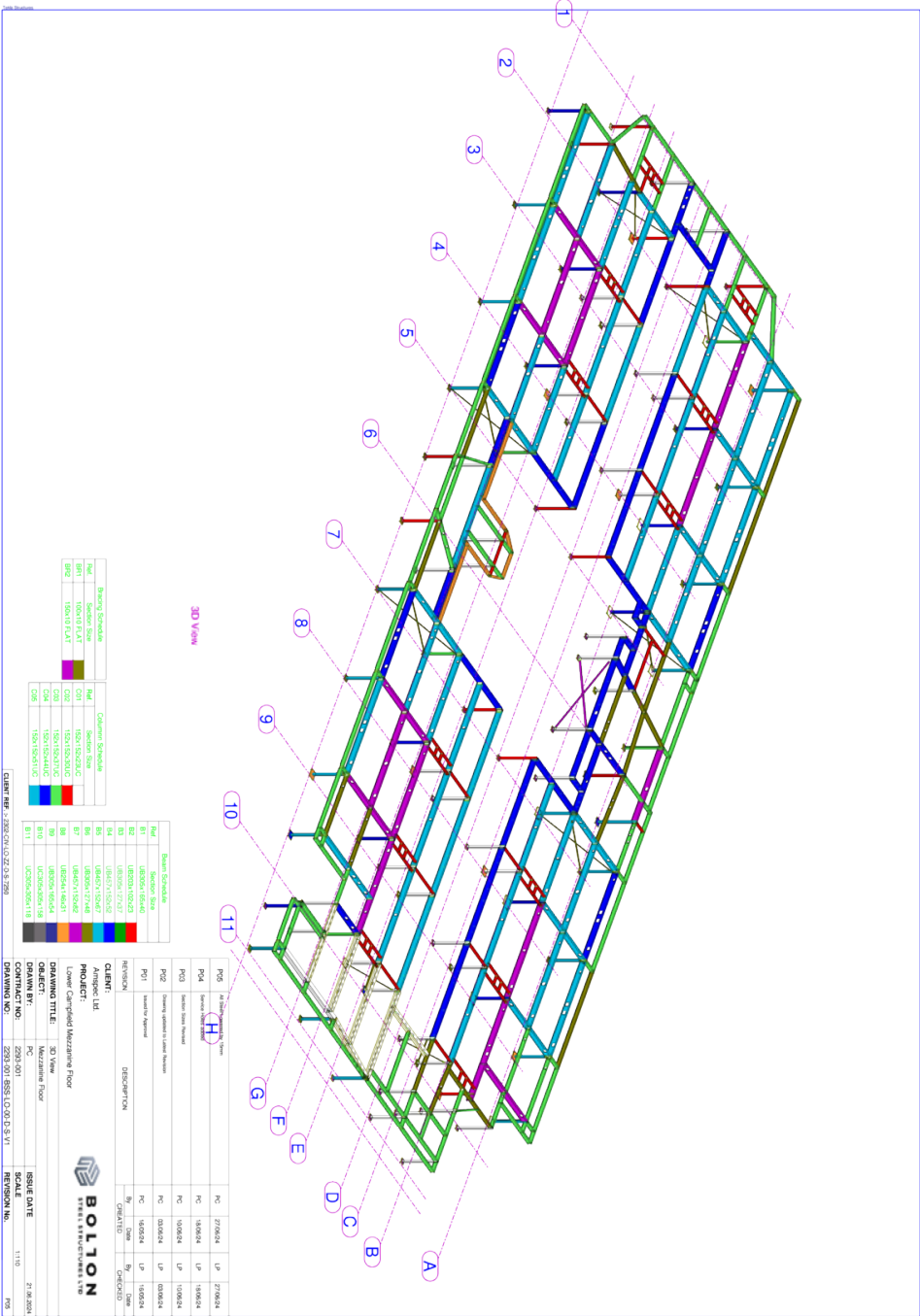
Document created: 29 Nov 24
Document updated: 29 Nov 24
Revision number: 0
Prepared by: John Bullen
Position: Erection Co-ordinator

1.2 Scope of works

- This scope of works include the installation of mezzanine floor steelwork
- Off loading to be complete using forklift
- All access at height to be gained via MEWP
- Lifting of steel members to be complete using forklift
- Please see the following image for approx scope of works

REV B

Operatives are required to position a new steel frame over an existing void. The new Frame has been fabricated into 1 unit prior to arrival which operatives will offload and position as per GA using a variety of lifting equipment. The exact methodology will be determined on site to suit current conditions. Typically operatives will be expected to off load via site tele-handler and transferred to the work-face as close as practically possible. From this point operatives will have the option of utilising super lifts and an A Frame gantry to position the steel into its final position.



1.3 Emergency procedures

Instructions are to be received in the site induction as to locations of muster points and escape routes.

RIDDOR requires deaths and injuries to be reported to HSE, the following injuries are report-able when they result from a work-related accident:

- The death of any person (Regulation 6)
- Specified Injuries to workers (Regulation 4)
- Injuries to workers which result in their incapacitation for more than 7 days (Regulation 4)
- Injuries to non-workers which result in them being taken directly to hospital for treatment, or specified injuries to non-workers which occur on hospital premises. (Regulation 5)

A report must be received within 10 days of the incident, and can be submitted from HSE's website

1.4 Welfare requirements

Welfare arrangements are supplied by the client or principal contractor.

These should be in line with Schedule 2 of the Construction Design & Management Regulations 2015 (CDM). All sites are to have a minimum amount of welfare facilities available for workers, which include the following:

- Toilets
- Washing facilities
- Drinking water

1.5 Hazardous waste

- Hazardous waste such as asbestos must be collected by an approved licensed contractor.
- Hazardous waste should not be put with non-hazardous waste or sent for landfill.
- Sharps waste should be placed in a yellow sharps container and the lid firmly closed during transit. Sharps should never be carried in the front of vehicles.

1.6 First aid

1st aid to be provided by the main contractor

1.7 Site access

- Traffic Management System, where necessary, to be implemented and maintained by Client.
- All operatives will be inducted by the main contractor.
- All operatives will maintain access and egress routes, and ensure that materials required for the task do not obstruct access to work areas and any debris caused by their operation will be removed.
- Waste will be kept to a minimum and removed from site each as agreed with client.
- Any problems with access & egress routes will be reported to the Site Supervisor.

1.8 Sequence of operations

1.8.1 General

Training

- All operatives are adequately trained to carry out required tasks on site.
- All site operatives hold current CSCS certification and the site team accumulatively have the following training:
- Site Foreman is SSSTS approved
- Site Managers are SMSTS approved
- CPCS Certification
- Tele Handler Certification
- Slinger/Signaller Training
- Banksman Training
- Health & Safety Awareness Training
- IPAF Training - 3A & 3B
- Working at Heights Training
- Harness Training
- PASMA Training
- Manual Handling Training

Site set up

- All operatives to report to site office for site specific safety induction by the main contractor where all operatives are to produce all relevant safety passports
- Operatives also to be briefed by BSSL Supervisor/Manager in regards to the methodology contained within this document
- Large Plant to be stored in agreed area until required
- All Plant and Equipment must be unloaded ensuring all test certification is inspected and copies produced to the client for their records
- Note: All Plant/Equipment is to be inspected by each operator on a daily basis prior to commencing work, results must be recorded in the plant or equipment inspection registers, if any defects are apparent inform supervision who will take appropriate action to remove from site and replace
- Steel delivery to be banked into work area

Telehandler to be used for unloading steelwork (external works - 9m telehandler)

- Prior to deliveries/collections inform the client of approximate date/time
- On arrival at site entrance site supervisor to deploy operative to meet the delivery vehicle to brief the driver on site specific safety before escorting the vehicle onto site
- Once safely on site the delivery vehicle is to be positioned by the banksman in a suitable position agreed with tele-handler driver to safely unload to the storage area and minimise the need to travel with load suspended on forks
- Prior to unloading the delivery driver should apply the handbrake and turn off the engine before leaving the cab ensuring appropriate PPE is worn, on leaving the cab the driver/banksman should conduct a visual check of the load to ensure no movement of the load as occurred during transportation and set-up an exclusion zone for other contractors for use during the unloading process and monitor at all times
- If assured of the stability of the load then the driver should now remove the straps, these are to be released each in turn analysing any movement and also the stability of the load as progression is made (If in doubt stop and seek advice)
- Note - under no circumstances are any personnel to access the bed of the vehicle on foot without appropriate method statement/risk assessment on the task at hand
- Upon the removal of all straps restraining the load then the banksman should escort the tele-handler into position for the unloading process to begin
- Before unloading the driver of the tele-handler should first carry out a mental risk assessment of the task in hand e.g. Sequence to unload, weight/size of load, capabilities of the tele-handler, stability of load as items are removed and the destination of load; only after answering these questions should the driver proceed. (If in doubt stop and seek advice)
- During all unloading manoeuvres the tele-handler driver is to be guided into position by the banksman, once in position under the load then a trial lift should first take place by lifting the load a minimum amount to check stability,

- if unstable re-position the tele-handler and repeat the process
- Note - never allow the delivery vehicle to move the load while forks are beneath
- Once satisfied with the stability of the load and that the load is within the capabilities of the tele-handler then the load can be lifted before reversing clear of the delivery vehicle, once load is clear of the delivery vehicle then it should be lowered to the minimum safe distance above ground level for transferring to the storage area
- To transfer the load to the storage area the tele-handler must be directed by a banksman at all times ensuring other contractors are clear of the load and vehicle at all times
- Upon arrival at the storage area with the load then a suitable place should be designated to store the load that in turn suits the erection sequence to eliminate multiple movements of the load
- Banksman should lay down suitable skids on a firm/level surface before directing the driver into position with the load above the skids, the driver should then apply the handbrake while the banksman visually inspects around to ensure of no obstructions before standing clear of the load and instructing the driver to lower the load
- Once the load has been landed onto the skids safely before removing the forks the banksman should inspect the load for stability before directing the driver away from the load
- This process is to be repeated until all materials have been unloaded
- Upon completion of the unloading process the delivery vehicle should be escorted off site and the unloading area checked for any spillages/debris before making safe the storage area

Transfer to the workface via Turn-Table-Truck

- Transfer to the workface via Turn-Table-Truck
- Ensure Trucks are not overloaded at any time
- Check SWL of Trucks prior to loading them
- Ensure 2 number skids are placed on the truck to alloy forks/slings to be removed or applied easily. Skids should be of a similar size and not overhang the sides of the truck
- Before proceeding to transfer the load the route of passage must be checked for obstruction and segregated to stop personnel breaching the transfer route
- Should loads exceed the length of the truck a banksman will be required to monitor the load throughout the transfer
- Upon arrival at the required location, a suitable place should be approved by the client store all steel that in turn suits the erection sequence to eliminate multiple movements of loads
- Banksman should lay down suitable skids on a firm/level surface before offloading the truck onto the skids; the banksman should visually inspect the area to ensure of no obstructions before transferring the load onto the skids at ground level
- Notes on Loading/Unloading Turn Table Trucks Via Tele-Handler: Ensure only competent trained operatives operate/drive tele handlers. Never exceed SWL of supplied equipment. Fork to be used. Ensure adequate bearing on the forks and always position the loads as close to the heel of the forks as practically possible. Ensure Load is well balanced prior to lifting. Ensure lift area is free for operatives or 3rd party personnel. Banksman required
- Notes on Loading/Unloading Turn Table Trucks Via A-Frame Gantry: Ensure only competent operatives use gantries. Position truck directly beneath the gantry. Always follow manufacturer's instructions when erecting/ assembling portable gantries. Never exceed SWL of supplied equipment. Manual Chain Hoist to be used in conjunction with gantry. Ensure nylon slings are used to secure the load and applied by certified slinger. Ensure Load is well balanced prior to lifting

1.8.2 Tools, plant and equipment

All equipment or tools brought on to premises will be of sound construction and will meet the statutory requirements applicable to these tools or equipment. Refer to risk assessment specific control measures for any tools & equipment.

All lifting equipment will hold a 12 month LOLER Certificate. All lifting accessories will hold a 6month LOLER Certificate

Hand tools

- Hammers
- Chalk Lines
- Tape Measures
- Podger/Spanners

- Ratchets
- Lasers

Power tools (Battery and/or 110v)

- Impact Wrench
- SDS Drill

Lifting/Handling

- Genie Super-Lift
- Turn Table Truck
- Tele Handler with Jib and Chains
- A-Frame Gantry
- Chain Hoist/Block
- 2 Leg Chains

Access (Pickers)

- HR 12 Bi Fuel Cherry Picker
- Star 10 Cherry Picker

Access (Scissors)

- 19 ft Scissor Lift

1.8.3 Prepwork

Drilling and marking out concrete

- Works consist of the site drilling throughout the project to form connection points for new steelwork
- Note: Access and equipment is to be delivered and unloaded ensuring all test certification is inspected and copies produced to the client for their records. All plant and equipment are to be inspected by each operator on a daily basis prior to commencing work
- Ensure adequate cordon is in place around the work area on to prevent operatives and 3rd parties being exposed to debris created during the drilling process
- Ensure all operatives are fully briefed about the task at hand before proceeding to carry out work on site
- Details of each section of work can be found on the supplied GA and detail drawings
- All drilling procedures will commence with preparation works
- Operatives will utilise the provided GA drawings to map out the locations of all required holes
- The information gathered from GA drawings will then be transferred onto relevant existing steelwork or concrete using small hand tools such as chalk lines and tape measures etc.
- Once marking is complete operatives will utilise the 110-volt SDS drills with the specified cutters to form the required holes
- SDS Drills must be used as per outlined in the manufacturer's instructions at all times, with all specified PPE worn at all times throughout the project
- Operatives must collect any debris created throughout the drilling process with progression and remove from site when appropriate to do so
- If the cordon is breached ensure all works cease immediately, only recommencing once the area is once again clear
- Upon completion of each area, ensure the workface is cleared of all redundant materials and debris, remove all plant and equipment from the area before removing any barriers and opening up the area as complete and repeating with the next area
- DRILLING NOTES >>>>
- The cord to be carefully laid out so that it cannot trip the person using the drill or hinder 3rd parties
- Always wear safety goggles to protect the eyes
- Never operate or stand in close proximity to any drill this without eye protection
- The person using the drill should space their feet apart. This helps the person balance and lean into the drill, applying his weight safely

Setting out of bases

- Datums and gridlines to be advised by Client
- All localised setting out by BSSL from established Client gridline
- Base positions to be identified via supplied GA drawings
- Base positions to be marked off and checked
- Base pack requirements identified using dumpy level and staff to perform a site survey
- Place required packs at each column position as per survey results
- Ensure solid steel pack is used and placed central to the column position

1.8.4 Steelworks

Erecting steel frame via telehandler (internally using 6m electric telehandler)

- Note - positioning of all members will be shown on provided GA and detail drawings – Operatives are trained steel erection specialists and are competent in using GA drawing to work out positioning and sequencing to suit site conditions
- Installation of all steelwork is to be carried out using the same procedures throughout, the steel frame is to be installed in rows beginning with grid line 1-2 working through to 11, in line with phasing drawings.
- Columns will be installed in pairs with all subsequent beams, bracings or ties to each pair installed with progression to maintain the stability of the structure throughout
- As progression is made each subsequent member of steelwork is to be installed as outlined in this method statement
- Note: All lifting operations are to be carried out using the tele-handler with jib attachment with all slinging completed by trained and competent personnel
- Installation of each row is to commence with the installation each of the appropriate new support column to be positioned upon the anchor bolts
- Each column is to be positioned by appropriately slinging in an offset position and attaching to Jib of the Tele Handler before hoisting into a vertical position
- Once the new column is safely suspended in a vertical position it can then be transferred under instruction from the banksman into position above the correct grid-lines before lowering onto the H.D. Bolts and previously installed base pack ensuring all bolts are sufficiently tightened to assure the stability before releasing the slings using the provided access
- Each column is to be installed using the same procedures, as each column is installed with progression the stability is to be further assured by forming a grid
- Each grid is to be formed by first installing mid height tie beams between subsequent columns to temporarily restrain columns laterally
- Each new tie member is to be installed using the same procedure by appropriately slinging each in turn before hoisting into position between the relevant columns ensuring all bolts are fitted correctly before releasing the slings for progression
- To complete a grid and assure stability in all axis then the remaining high level beams/ties members of each section are to be installed to complete a grid/block of steel members
- Each member is to be slung Centrally turn before hoisting into position using the tele handler under strict instruction of a competent banksman, once in position between the previously installed columns then all bolts are to be fitted correctly before releasing the slings for progression to the next until all beams have been installed to form a completed grid of steelwork comprising of 4-No columns all relevant members with full stability in all axis
- Once a stable grid of steelwork has been installed all subsequent steelwork is to be installed progressing from this original grid in sequence using the same procedures as the previous ensuring the full stability of the structure by fixing to the previously installed steelwork in sequence
- As progression is made with the steel structure then vertical bracing members are to be installed where required
- Each bracing member is to be installed using the same procedures, again appropriately slinging each bracing member in turn before hoisting into position using the tele handler under instruction from banksman ensuring all bolts are fitted correctly before releasing the slings for progression
- As progression is made steelwork is to be lined, levelled and plumb

Notes on using tele handlers to erect steelwork

- The supervisor must ensure that the operator has proof of competence, which should include proof of training (CPCS card or similar), proof of familiarisation with the telehandler to be used and adequate experience of the task

to be undertaken

- The supervisor must ensure that the telehandler being used has been maintained and has a current report of thorough examination covering both the machine and any attachments
- The supervisor must carry out a toolbox talk before work starts covering the task to be carried out, personnel involved, work area, risks, exclusion zones and procedures

REV - B Addition Installing Steel Frame Via Genie Super-Lift

- Positioning of all members will be shown on provided GA and detail drawings – Operatives are trained steel erection specialists and are competent in using GA drawing to work out positioning and sequencing based on current site conditions - Operatives are required to position a new steel frame over an existing void. The new Frame has been fabricated into 1 unit prior to arrival which operatives will offload and position as per GA using a variety of lifting equipment. The exact methodology will be determined on site to suit current conditions. Typically operatives will be expected to off load via site tele-handler and transferred to the work-face as close as practically possible. From this point operatives will have the option of utilising super lifts and an A Frame gantry to position the steel into its final position. As the exact positioning is being determined on site operatives are to adapt the following procedures to best suit the methodology required
- All lifting operations are to be carried out using the jib attachments and fork attachments
- All slinging and lifting to be completed by trained and competent personnel
- When using the jib super lifts are to be positioned by appropriately slinging the steel and attaching to Jib of the super lift before hoisting to the required level
- Once safely suspended t can then be transferred under instruction from the banksman into position above the previously marked grid-lines before lowering in place
- Ensure the structure is stable before removing slings
- Ensure any required fixings/bolts are fitted correctly before releasing the slings for progression
- Ensure nylon slings are utilised for lifting purposes
- When not using jibs Members are to be lifted in a central position utilising the fork attachments
- Ensure banksman monitors all operations with Super Lifts
- Balance to be assured by performing trial lifts prior to lifting at height
- Loads to be positioned towards the heel of the forks or as close as practically possible
- Attach tag lines and raise into position
- Once in place Lower a minimal amount check stability and remove forks . Each new member is to be installed using the same procedure
- Ensure the lift area is cordoned off and monitored for unauthorised personnel

Using Chain Hoists to Install Steel Members- Gantrys have been provided to connect blocks to over the work area

- Ensure only competent operatives use chain hoists
- Position hoist directly above the load
- Always check SWL's of lifting equipment against supplied load lists prior to lifting any member on site
- Once the hoist is positioned above the member requiring lifting apply nylon slings to the load by a certified slinger
- Apply slings to the hook of the chain hoist and apply minimal tension
- Raise the load a minimal amount and ensure the Load is well balanced prior to lifting to required level
- Once satisfied with the stability of the load raise it to the required level
- Insert and tighten all bolts via supplied access
- Lower the hoist
- Check stability
- Remove slings
- Repeat in each position up until completion

Upon completion of steelwork

- Upon completion of each section of steelwork a competent person is to visually check all bolts are tight/fitted correctly before carrying out a final check of the line and level of the new structure and handing over in turn as complete
- Upon completion of all ensure the site is cleared of all redundant materials and debris, remove all plant and equipment from site before opening up the area to other contractors/personnel and signing off any permits to work

1.9 Specific PPE requirements

- Harnesses to EN354 - full body & fall restraint type
- Footwear to BS1870
- Helmets to BS5240 Part 1
- Gloves to CEP0162 2.2.4.3 for erection or CEP0136 2.1.4.2 for light low risk
- Glasses to EN166F light eye protection or goggles to EN166 4 9 for hot works duties
- Dust masks
- Face Coverings

1.10 Working from height

When working at height, site operatives must ensure that the working area is cleared on a period basis to ensure that there is continually a clear and safe working area to prevent slips trips and falls.

1.11 Manual handling

The Manual Handling Operations Regulations (MHOR) 1992 establish a clear hierarchy of measures for dealing with risks from manual handling, these are:

- Avoid hazardous manual handling operations so far as is reasonably practicable.
- Assess any hazardous manual handling operations that cannot be avoided.
- Reduce the risk of injury so far as is reasonably practicable.
- The workforce will be trained to, observe safe lifting techniques, and safely handle loads.
- No one will be expected to lift on their own, materials weighing more than 25kg.
- Safe manual handling procedures should be followed at all times.

There are some basic principles that everyone should observe prior to carrying out a manual handling operation:

- Ensure that the object is light enough to lift, is stable and unlikely to shift or move.
- Heavy or awkward loads should be moved using a handling aid.
- Make sure the route is clear of obstructions.
- Make sure there is somewhere to put the load down wherever it is to be moved to.
- Stand as close to the load as possible, and spread your feet to shoulder width.
- Bend your knees and try and keep the back's natural, upright posture.
- Grasp the load firmly as close to the body as you can.
- Use the legs to lift the load in a smooth motion as this offers more leverage reducing the strain on your back.
- Carry the load close to the body with the elbows tucked into the body.
- Avoid twisting the body as much as possible by turning your feet to position yourself with the load.

When ever manual handling is to be undertaken, especially if it is an uncommon or high risk task, an assessment of four specific activities – Task, Individual, Load and Environment (easily remembered by the acronym TILE) needs to be implemented:

T - The Task

Does the activity involve twisting, stooping, bending, excessive travel, pushing, pulling or precise positioning of the load, sudden movement, inadequate rest or recovery periods, team handling or seated work?

I - The Individual

Does the individual require unusual strength or height for the activity, are they pregnant, disabled or suffering from a health problem. Is specialist knowledge or training required?

L - The Load

Is the load heavy, unwieldy, difficult to grasp, sharp, hot, cold, difficult to grip, are the contents likely to move or shift?

E- The Environment

Are there space constraints, uneven, slippery or unstable floors, variations in floor levels, extremely hot, cold or humid conditions, poor lighting, poor ventilation, gusty winds, clothing or Personal Protective Equipment that restricts movement?

1.12 Special permits

A hot works permit should be obtained from client before undertaking any hot works such as welding and will ensure that welding and flame cutting does not start until after the risks for that particular task are identified and measures to eliminate or control risk are in place.

Ladder permits should be obtained when ladders are being used.

1.13 Control of vibration

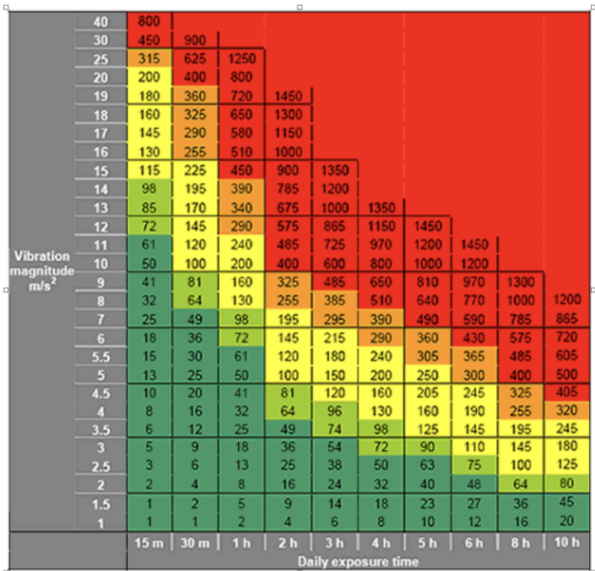
REMOVE/ADD EQUIPMENT AS APPROPRIATE (ON SITE ASSESSMENT)

Equipment to be used in line with the guidance data below.

- 1. Find the vibration magnitude (level) for the tool or process (or the nearest value) on the grey scale on the left of the vibration table
- 2. Find the exposure time (or the nearest value) on the grey scale across the bottom of the table
- 3. Find the value in the table that lines up with the magnitude and time.
- 4. Compare the point’s value with the exposure action and limit values (100 and 400 points respectively).

The colour of the square containing the exposure points value tells you whether the exposure exceeds, or is likely to exceed, the exposure action or limit value:

- 5. If a worker is exposed to more than one tool or process during the day, repeat steps 1 – 3 for each one, add the points, and compare the total with the exposure action value (100) and the exposure limit value (400).



Vibration/exposure table

1.14 Method statement briefings

All operatives in this work activity must be thoroughly briefed, by the Project Engineer about our intended method of work, the potential risks involved and the control measures to eliminate/reduce the risks. Any operatives transferred to this contract during this work activity must also receive a Method Statement Briefing.

ALL WORK WILL BE CARRIED OUT IN ACCORDANCE WITH BOLTON STEEL STRUCTURES LTD. ANY INSTRUCTIONS GIVEN BY BOLTON STEEL STRUCTURES LTD. MUST BE IMPLEMENTED AT ALL TIMES.

To confirm these briefings have been held and understood, all operatives involved must sign this document (please refer to the signature sheet below).

When the intended method of work described in this Method Statement is amended a revised method statement will be issued to Client. In any such event further briefings will be held by the Erection Foreman, and to confirm they have been held and understood all operatives must again sign below.

1.15 Drawings

Please find the following attached to end of this document:

- Marking plans
- GA Drawings
- Detail Drawings

1.16 Safety matters

- On no account are we to stand on the handrails/toe boards around access plant/equipment
- Ensure all PPE and Safety Equipment is worn at all times. Site Specific
- All Operatives must ensure they follow ALL instructions given by the Supervisor
- All personnel involved with our works are to be briefed on this method statement as well as the main contractors
- If for any reason the method of erection is to deviate from this method statement, then a member of the Bolton Steel Structures management is to be notified so that amendments can be carried out to allow work to carry on.
- All personal to attend site induction prior to starting work.
- Site procedures to be followed in case of emergency.
- Site to ensure that unauthorized personal are kept away from the work site.
- Only certificated personnel to use plant.
- Only certificated plant and equipment to be used.
- Under no circumstances is any steelwork to be left part erected. All steelwork must be left in a safe manner until the next day

1.17 Waste management accountability and disposal

- All personnel to place waste material in the appropriate skips provided and maintained by Client/Main Contractor
- All personnel to be accountable for the House Keeping of the site.

1.18 Weather

- Weather conditions will be constantly monitored by BSSL Site Supervisor. Any conditions such as heavy rain, high winds or the presence of ice, snow or frost which could have an adverse effect on erection work will be considered by the Site Supervisor and a decision made in respect of safe working.

- Curtailment of activities is at the discretion of the BSSL Site Supervisor. All activities will resume at the earliest opportunity

- Under no circumstances should the structure be left in an unstable condition and particular attention should be paid to weather conditions

1.19 Notes for lifting and slinging

Chains must be used at all times for steel erection.

Bundles of ancillary items should be also slung using chains with edge protection.

Slings, beam clamps, etc. should be checked that they are properly fitted and certified.

Multi-legged slings, beam clamps, etc. should be used to keep components in a horizontal latitude.

Slings should not be allowed to be trapped by steel loads. Trapping can damage the chain sling to a point where it would no longer be safe to use.

Single wrapped slings may be used for off-loading, but double wrapped slings must be used during erection. **Note: Slings/Chains must not be removed from a suspended load until all bolts are fully inserted and tightened.**

1.20 Notes - when bolting up

The Erector shall:

- Take sufficient bolts, nuts and washers to the connection in a tool belt or in the M.E.W.P in a secure bag before lifting.
- Ensure that the spanners required to secure the bolts are of the correct size and of adequate length to achieve required tightness of the bolts.
- Never to allow tools, fasteners etc. to be thrown up to or down from persons working aloft.
- Ensure that the ground below is clear of persons who may be injured by falling bolts or spanners.

1.21 After completion of works

Off hire all plant and equipment and remove any debris left by BSSL personnel before handing over as complete

Once complete sign off all permits to work and site register. Also on leaving site operatives must sign out with security or the client.

1.22 Risk assessment register

- 2.1 Safe working - page 17
- 2.2 Housekeeping - page 17
- 2.3 Preventing slips, trips and falls - page 18
- 2.4 General manual handling - page 19
- 2.5 Inductions - page 20
- 2.6 Site PPE - page 20
- 2.7 Training/supervision - page 21
- 2.8 Offloading trailers - page 22
- 2.9 Storage of materials onsite - page 24
- 2.10 Use of telehandler - page 25
- 2.11 Noise - SDS hammer drill - page 26
- 2.12 Noise - impact wrenches - page 26
- 2.13 Using hand tools - page 27
- 2.14 Using portable power tools - page 27
- 2.15 Drilling of steel or concrete - page 28
- 2.16 Use of cherry pickers and scissor lifts (MEWPs) - page 29
- 2.17 Safe storage of steel - page 31
- 2.18 Steel erection - page 31
- 2.19 Slinging of loads - page 32
- 2.20 Handling steel - page 33
- 2.21 Plant lifting operations - page 34
- 2.22 Working from step ladders - page 35
- 2.23 Genie lifts, hoists or chain blocks - page 37

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the company's health and safety Policy.

The work activities described within this method statement and all associated safety measures are not to be deviated from in any way. If, for any reason, the method statement cannot be implemented in full or should the described process be found inadequate for the purpose of providing a safe working environment, the affected activities must cease until such time as the method statement has been amended and re-approved as appropriate with any changes communicated by a toolbox talk to all employees involved before work recommences.



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Prepared by: John Bullen
Position: Erection Co-ordinator

2.0 Risk assessment

Lower Campfield

Location of works:
Lower Campfield

Site address:
Byrom Street
Manchester

Rams reference: REV B
Client reference: AMSPEC
Client: AMSPEC
Start date and end date: 02/12/2024 to

Risk matrix



			Likelihood				
			Very Unlikely	Unlikely	Possible	Likely	Very likely
			1	2	3	4	5
Severity	Negligible	1	1	2	3	4	5
	Minor	2	2	4	6	8	10
	Moderate	3	3	6	9	12	15
	Major	4	4	8	12	16	20
	Extreme	5	5	10	15	20	25

2.1 Safe working

2.1.1 Task: Safe working

Hazard	Risk	Control measures	RR
Unsafe acts, unsafe conditions or unsafe practices causing injury to employees and others on site	<div>5</div> <div>x</div> <div>4</div> <div>=</div> <div>20</div>	Construction Manager to make weekly visits. Site Manager to carry out regular inspections. Toolbox talks to be held weekly.	<div>2</div> <div>x</div> <div>4</div> <div>=</div> <div>8</div>

Persons at risk: All site operatives

2.2 Housekeeping

2.2.1 Task: Housekeeping

Hazard	Risk	Control measures	RR
Slips, trips & falls causing injury	<div>3</div> <div>x</div> <div>4</div> <div>=</div> <div>12</div>	Suitable access/egress is to be provided at all times around the offloading and lay down areas. These areas to be kept clean, tidy, sound and level at all times. Timbers, packaging & waste materials to be removed after use and as a minimum at end of each shift. Supervisors to perform weekly site walk-rounds to record site conditions.	<div>2</div> <div>x</div> <div>4</div> <div>=</div> <div>8</div>

Persons at risk: All site operatives

2.3 Preventing slips, trips and falls

2.3.1 Task: Movement at height or on raised platforms

Hazard	Risk	Control measures	RR
Severe or fatal injuries from slip, trips and falls at height	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	Ensure good housekeeping onsite, 'clean as you go' implemented by all site operatives across the site All items on raised platforms to be placed in designated and safe area away from thoroughfare and edges of platforms Ensure raised platforms are protected by cappings or fenced off to prevent entry into any risk area Ensure correct PPE is worn at heights to prevent falling from height resulting from slips, trips or falls	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>

Persons at risk: All site operatives

2.3.2 Task: Movement at ground level

Hazard	Risk	Control measures	RR
Severe strains, sprains and muscle breaks	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	All operatives to be shown the correct area for safe storage of materials onsite before works begin Ensure clear working area on site, ensure dustsheets, mats and other materials cannot slip or slide underfoot Manage and remove potential slip trip hazards as they arise and notify site management if assistance required Do not carry items that will hinder the carrier's clear sight of view All rubbish to be removed from site at scheduled times, organised by site supervisor and in line with the site waste management plan	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>

Persons at risk: All site operatives

2.4 General manual handling

2.4.1 Task: General manual handling

Hazard	Risk	Control measures	RR
Injuries sustained from incorrect manual handling of materials with a regular shape and size	4	All hazardous manual handling operations should be avoided so far as is reasonably practicable	1
	x		x
	3	The workforce will be trained to observe safe lifting techniques, and safely handle loads for materials of regular shape or size	3
	=		=
	12	Any heavy or awkward loads should be moved using a handling aid	3
		If not using handling aids, consider reducing weight of load by breaking up materials to a more manageable size	
		If breaking up into smaller loads consider frequency of bending and how this can be managed efficiently with site operatives	
		Consider lifting in teams if load is already considered within acceptable limits	
		Any of the regular shaped materials should be light, stable and unlikely to shift or move during lifting	
		Before undertaking any manual handling operations, make sure the route is clear of obstructions and somewhere to put the load down wherever it is to be moved to	
		All operatives to be wearing correct PPE for the job	
		The operative should stand as close to the load as possible, with feet spread to shoulder width, bent knees and the back in a natural, upright posture	
		The user should grasp the load firmly and as close to the body as possible	
		The legs should be used to lift the load in a smooth motion, this offers more leverage reducing the strain on the user's back	
		Carry the load close to the body with the elbows tucked into the body	
		Avoid twisting the body as much as possible by turning your feet to position yourself with the load	
		Reduce the risk of injury so far as is reasonably practicable	

Persons at risk: User

2.5 Inductions

2.5.1 Task: Inductions

Hazard	Risk	Control measures	RR
Unsafe acts, unsafe conditions or unsafe practices causing injury to employees and others on site	5	All operatives to receive a full site induction including site rules, project scope, access requirements, safe working procedures, training, permit requirements, craneage and ground capacity details, etc	2
	x		x
	4		4
	=		=
	20		8

Persons at risk: All site operatives

2.6 Site PPE

2.6.1 Task: General site works

Hazard	Risk	Control measures	RR
General foot, head and body protection Light eye protection Dust created when drilling	3	Foot protection should be by work boots to EN 20345. Head protection to EN397. Hi visibility work wear to give weather protection to EN 471.	1
	x		x
	3	All client's mandatory light eye protection policies will be complied with and strictly monitored.	3
	=		=
	9	In poor weather, particularly rain & snow it is considered these glasses present a hazard to clear vision whilst signalling or banking crane and other erection activities and a dispensation will be requested from the Client if the Supervisor assesses this poses a risk.	3
		When drilling - use safety glasses to BSEN 166F unless the manufacturer requires a higher grade	
		Dust masks may be used to FFP2 standard - where possible use further mechanical extraction	

Persons at risk: All site operatives

2.7 Training/supervision

2.7.1 Task: Training/supervision

Hazard	Risk	Control measures	RR
Failure to understand working practices or operation of machinery/plant causing injury or fatality.	4	All training requirements to be assessed by Safety & Contracts Manager on regular basis.	2
	x		x
	5	Any training/experience shortfalls to be reported by Site Supervisor relevant to task intended to be performed.	5
	=		=
	20	Training records to be maintained & issued to site supervisors.	10
		Apprentices & lesser experienced operatives to be supervised at all times by designated experienced tradesman.	
		Apprentices not to perform higher-risk activities until authorised by senior management following assessment.	
Persons at risk: All site operatives			

2.8 Offloading trailers

2.8.1 Task: Plant/Machinery

Hazard	Risk	Control measures	RR
Struck or crushed by load	4	Lifting tackle and cranes used to off-load trailers (including Hiab) are to be in strict accordance with LOLER 1998 under Lifting Supervisors or Appointed Persons direct instructions.	2
	x		x
	5		5
	=		=
	20		10
Persons at risk: All site operatives			

2.8.2 Task: Work at Height

Hazard	Risk	Control measures	RR
Falling from height	4	Ladder access is to provided on the HGV Unit to gain to the trailer bed level.	2
	x		x
	5		5
	=		=
	20		10
Persons at risk: User			

2.8.3 Task: Load collapsing or slipping

Hazard	Risk	Control measures	RR
Struck by moving/falling objects	4	Only FLT and banksman to be near the trailer whilst unloading. Banksman to be stood alongside load, not in front or behind.	2
	x		x
	5		5
	=		=
	20		10
Persons at risk: All site operatives			

2.8.4 Task: Load overturning

Hazard	Risk	Control measures	RR
Trapped by steel overturning	4	Drivers to be experienced and hold current relevant qualification and license. Visual inspection of load required before removing transport stops or chains	2
	x		x
	5		5
	=		=
	20		10
Persons at risk: All site operatives			

2.8.5 Task: Trip hazards

Hazard	Risk	Control measures	RR
Slip, trip or fall at same level	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	Suitable access/egress is to be provided at all times around the off loading and lay down areas. These areas to be kept clean, tidy, sound and level at all time by Client.	<div>2</div> <div>x</div> <div>3</div> <div>=</div> <div>6</div>

Persons at risk: All site operatives

2.8.6 Task: Weather conditions

Hazard	Risk	Control measures	RR
Struck by moving steel	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	Tag lines to be used to guide steelwork during lifting operations in confined areas or windy conditions.	<div>2</div> <div>x</div> <div>5</div> <div>=</div> <div>10</div>

Persons at risk: All site operatives

2.8.7 Task: Directing wagon

Hazard	Risk	Control measures	RR
Injury to persons or property	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	Operations to be controlled by one nominated banksman instructing and signalling the driver. Banksman to wear hi-viz at all times.	<div>2</div> <div>x</div> <div>5</div> <div>=</div> <div>10</div>

Persons at risk: All site operatives

2.8.8 Task: Unauthorised personnel in work area

Hazard	Risk	Control measures	RR
Injury to personnel or others	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	All necessary permits to be in place with work area and lay down area clearly nominated prior to work commencing. Area to be barriered off where possible by a banksman.	<div>2</div> <div>x</div> <div>5</div> <div>=</div> <div>10</div>

Persons at risk: All site operatives, Public

2.9 Storage of materials onsite

2.9.1 Task: Materials being stored onsite

Hazard	Risk	Control measures	RR
Falling materials injury to personnel or damage to property or goods.	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	A storage area is to be designated by the Main Contractor. Materials to be stacked safely with sufficient timber baulks. Materials not to obstructs walkways, fire doors or escape routes. No walking on stored materials or steel. Timber baulks to be removed from site and returned to works.	<div>2</div> <div>x</div> <div>3</div> <div>=</div> <div>6</div>

Persons at risk: All site operatives

2.10 Use of telehandler

2.10.1 Task: Lifting loads and travelling across the site

Hazard	Risk	Control measures	RR
Overturning due to poor ground conditions or overloading of the telehandler. Loss of loads onto persons below-failure of lifting attachments. Persons being struck by moving plant Entrapment of forks/load in fixed structure/steelwork/ loading bay. Crushing persons behind the telehandler whilst reversing.	3	Ensure lift plan has been agreed with PC and driver.	1
	x	Check with the driver that the ground conditions a suitable.	x
	5	Ensure outriggers are used where fitted.	5
	=	Ensure weight of load is known and accurate.	=
	15	Telehandler operator to have proof of competence.	5
		Ensure telehandler is operating within 80% of SWL.	
		Do not turn whilst loads are raised.	
		Where possible forks/pallets and stillages should be used. Clear the area of persons where possible. Avoid steel on steel loading unless secured with securing straps.	
		Ensure lifting envelope is clear of other persons/ plant/ obstructions. Banksman to be present during lifting into position to ensure persons stay clear of raised load.	
		Route to be planned and overhead obstacles marked with goal posts and signs.	
		Fence off the lifting area to stop persons passing too close. Ensure lifted loads are controlled by the Slinger and no person approaches the load until it is stable. Reversing will be controlled by Banksman and rear view camera where fitted or rear mirrors.	
		Weekly inspections of all equipment will be carried out and held in the site register.	

Persons at risk: All site operatives, Public

2.10.2 Task: Deployment of a telehandler

Hazard	Risk	Control measures	RR
Mechanical or Hydraulic Failure Danger to general public Contact with overhead power lines Loss of load due to defective chains, slings etc	3	Ensure all documents are up to date and the operator is competent	1
	x	Ensure the correct position and set up of lifting appliance	x
	5	Restrict access to only persons involved in the lift	5
	=	Carry out a test lift prior to fully raising the lift	=
	15	Only an appointed signaller/slinger shall transmit signals	5
		Check the operation of the Automatic Safe Load Indicator (ASLI)	
		Ensure no persons passes under the load whilst it is raised	
		All lifting must be carried out in accordance with The Construction (lifting Operations) Regulations 1961.	
		Ensure that all associated 'Gear chains, slings etc. are free from defect	

and have their SWL indicated and are in test date.

Ensure correct PPE equipment is worn

Hiab to be used for offload purposes with vehicles own risk assessment

Persons at risk: All site operatives, Public

2.11 Noise - SDS hammer drill

2.11.1 Task: Using a SDS hammer drill

Hazard	Risk	Control measures	RR
Operates at 96dB(A). Used to core drill fittings.	3	Used for no longer than an accumulative trigger time of 1 hour per 8 hour shift.	1
	x		x
	4	Average of 88dB(A) per day.	4
	=	Operatives will wear hearing protection when in use.	=
	12		4

Persons at risk: User

2.12 Noise - impact wrenches

2.12.1 Task: Using impact wrenches

Hazard	Risk	Control measures	RR
Impact wrenches create noise levels of 95dB(A) when in use. Impact time is approx. 1 second per nut/ fitting. This gives a trigger time of 15mins per 8 Hours use (900 fittings per 8 hours).	2	Operatives will be advised of the noise risk and ear plugs provided if requested.	1
	x		x
	4		4
	=		=
	8		4

Persons at risk: User

2.13 Using hand tools

2.13.1 Task: Using portable hand tools

Hazard	Risk	Control measures	RR
Injuries to hands sustained from incorrect use of portable hand tools	4	Always choose the right tool for the job	1
	x	All operatives to be trained in the safe use of hand tools before starting works and have necessary experience to use each hand tool	x
	2	Tools used shall have inherent safety features where possible,	2
	=	Tools should be checked regularly for damage and any item to be found damaged or defective taken out of use immediately	=
	8		2

Persons at risk: User

2.14 Using portable power tools

2.14.1 Task: Using portable power tools

Hazard	Risk	Control measures	RR
Electrocution causing serious or fatal injuries whilst using portable power tools	3	Only 110v or battery operated equipment to be used	1
	x	Electric equipment to be kept dry and stored in toolbox to protect from damp and damage	x
	5	Visual inspection prior to use, plugs, leads, power supply (transformer), insulation, switches, RCD(if used), signs of burns, casing, loose parts	5
	=	Damaged or defective equipment including leads to be replaced immediately or fixed by competent person	=
	15	Electrical equipment must not to be tampered with, anything showing evidence of tampering must not be used until tested by a professional	5
		Electrical equipment to be PAT tested	

Persons at risk: User

Hearing loss to site operatives working near noisy power tools	3	All operatives trained in risks of noise exposure	1
	x	Suitable hearing protectors should be provided for operatives and any surrounding workers	x
	2	Use low-noise tooling where possible	2
	=	Other trades using grinders or other high noise emitting tools should not be working close enough to other site operatives to cause problems	=
	6		2

Persons at risk: All site operatives

2.15 Drilling of steel or concrete

2.15.1 Task: Drilling of steel or concrete

Hazard	Risk	Control measures	RR
Personnel injury, falling equipment/materials, swarf/dust hazard.	4	PPE to include suitable gloves, goggles & respiratory mask as appropriate.	2
	x	Magnetic drills used in a vertical or overhead position to be secured by a safety chain or stop in case of power failure.	x
	3	All electrical equipment to be PAT tested at specified periods.	3
	=	All equipment to be inspected for damage or faults prior to use.	=
	12	All swarf to be removed to skip to prevent contamination and abrasive hazard. Dust to be cleared where possible to avoid respiratory problems. Where possible, screen the area off or direct the cutting away from personnel/public.	6

Persons at risk: All site operatives, Public

2.16 Use of cherry pickers and scissor lifts (MEWPs)

2.16.1 Task: Use of cherry pickers and scissor lifts (MEWPs)

Hazard	Risk	Control measures	RR
Collision with structures causing crush or collision with other traffic Serious injuries sustained from collisions collide with site operatives or pedestrians	<div>3</div> <div>x</div> <div>5</div> <div>=</div> <div>15</div>	Do not place your arm/hand between the safety rail and a fixed object. Sway in the MEWP or operation may cause entrapment. Do not boom through steelwork where avoidable. This placed the operator in danger of crush/entrapment between the steelwork and the basket. Do not place yourself between a suspended crane load and the steel frame when receiving steel for erection. Ensure that the MEWP is used in a segregated traffic route from other vehicles. Be aware if extending booms into traffic routes, especially where plant such as excavators or lorries are travelling with raised loads/ booms. Never operate a MEWP close to overhead cables or other dangerous machinery Work area should be suitable demarcated and separated from pedestrians and operatives with safe access and walkways provided. Provide suitable traffic management system if risk of collision with pedestrians is likely including the provision of banksman.	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>

Persons at risk: All site operatives

Struck by the load from the crane. Loads falling from the basket. Being trapped between the structure and the load. Loss of persons from MEWPS (falls).	<div>3</div> <div>x</div> <div>5</div> <div>=</div> <div>15</div>	Do not use a MEWP as a lifting machine by suspending loads outside of the basket. All items lifted must be within the basket. Store items below the toe- board or ensure it is secure within the basket. Ensure the base is fenced out to create a safety drop zone should an item fall from the basket. All CHERRY PICKERS require a restraint harness and lanyard for all operatives in the basket. These should be attached to the identified attachment point. Do NOT stand on the mid rail or climb up/ out of the basket. DO NOT use a fall arrest lanyard- use an adjustable fall restraint. In SCISSOR LIFTS there is no requirement for a harness but check whether the Client/ PC has specific site rules. Ensure the operator keeps the platform tidy at all times reducing chances of tripping.	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>
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Persons at risk: All site operatives

Unknown voids/holes/soft ground causing overturning and collapse	<div>3</div> <div>x</div> <div>5</div> <div>=</div> <div>15</div>	Check that the ground conditions are suitable. Load points on MEWPS are greater due to the lack of surface area from tyres and outriggers. Ensure the ground is firm enough to take the loading. Most MEWPS have an incline sensor so operation cannot be achieved over the safe inclination of the machine. When travelling in Cherry Pickers on site ensure that the basket is close to the ground and within tolerance. Check traffic path for voids, chambers and backfilled ground. Ask PC for	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>
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details of drainage chambers and backfills etc as these can be covered by mud/ stone and easily punched through.

Persons at risk: All site operatives

Manufacturer data indicates diesel MEPWs operate at 90dB(A)	<div>3</div> <div>x</div> <div>4</div> <div>=</div> <div>12</div>	Persons in basket are at least 4m from engine due to boom position, if not further. This gives an average noise level of 75bB(A) at this range, not requiring hearing protection.	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
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Persons at risk: All site operatives

2.16.2 Task: Operating or manoeuvring MEWP in adverse weather

Hazard	Risk	Control measures	RR
Serious or fatal injuries from MEWP overturning due to high winds and falls from damaged platforms after storms/ snowfalls	<div>5</div> <div>x</div> <div>5</div> <div>=</div> <div>25</div>	MEWP's should not be used outside in adverse weather conditions A maximum safe wind speed for operation should be consulted from manufacturers literature Supervisor will check wind levels with anemometer built into MEWP or with own personal anemometer If weather considered safe, only operatives trained and certificated will operate MEWP plant and Inspect the platform before or after severe weather Supervisor to review location of MEWP if operated between buildings where increased wind speed and/or turbulence can cause a problem Operatives will be wearing correct wet weather gear and thermal clothing in cold weather If using a MEWP rated as 'indoor only' think about wind exposure in areas of increased risk like partially clad buildings	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>

Persons at risk: All site operatives, Public

2.16.3 Task: Materials in MEWP's

Hazard	Risk	Control measures	RR
Materials falling from MEWP onto operatives below causing injury/death to operatives and others below.	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	Amount of materials to be carried must be specified in the method statement and discussed with operatives. The maximum length of steel in MEWP to be specified in method statement. The erection of a single purlin or rail maximum length 6 Metres weight not exceeding 50kg (max 250 deep purlin at 7kg/M) will be allowed subject to a Supervisor being in attendance and authorizing each lift prior to commencement with consideration given to weather conditions, site boundaries & adjacent trades. (Note – The above calculation assumes average figures of 200kg	<div>2</div> <div>x</div> <div>5</div> <div>=</div> <div>10</div>

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allowed loading per MEWP, 15 stone average erector at 6.4kg/stone is 100kg, 15kg 1 bag of bolts, 20 kg of equipment leaves 65kg allowance – This should be adjusted as appropriate)

Operative must check weights of contents against operating capacity of MEWP prior to use. A purpose made bracket approved by the MEWP supplier may be used to erect up to 6metre lengths of lightweight materials such as handrail tubes and side rails.

Persons at risk: All site operatives, Public

2.17 Safe storage of steel

2.17.1 Task: Safe storage of steel

Hazard	Risk	Control measures	RR
Injuries caused by being struck or crushed by moving steel stock	4	Stock should be stored and stacked so that it is not likely to fall or move and cause injury	1
	x		x
	5	Any storage racking used must be designed to be strong and stable enough for the loads placed on it	5
	=	Likely damage, for example from lift trucks, should be taken into consideration when installing any storage racking, and must be properly installed, regularly inspected, maintained and safely used	5

Persons at risk: All site operatives

2.18 Steel erection

2.18.1 Task: Steel erection or other hazardous activity to take place

Hazard	Risk	Control measures	RR
Falling materials or operatives causing injury to personnel & other parties.	4	An exclusion zone is to be demarcated to restrict access to other trades and third parties when carrying out the works.	2
	x		x
	5	Signage is to be displayed in suitable places. Never suspend or slew loads over any personnel, live buildings or 3rd parties. Ensure all steelwork is left in a safe manner prior to leaving unattended.	5
	=		10

Persons at risk: All site operatives, Public

2.19 Slinging of loads

2.19.1 Task: Slinging of loads

Hazard	Risk	Control measures	RR
Load collapsing or slipping	4	Only certified slingers to secure loads.	1
	x	All lifting accessories to be inspected per BSSL procedures.	x
	5	Lifting eyes to be used wherever possible with holes drilled in pairs in steel members to suit.	5
	=		=
	20	Closed hooks to be used when using lifting eyes.	5
		Bracings to be double wrapped unless member is erected on the slope in which case a single wrap may be used.	
		All loads should be slung by a competent Slinger.	
		Persons to move clear of the load before the lifted section is put under tension with the slings. No operatives to stand under suspended loads or slewing circle.	
		Positive connectors/slinging methods should be adopted where possible.	

Persons at risk: All site operatives

2.20 Handling steel

2.20.1 Task: Carrying steel (including from vehicle and loading onto forklift)

Hazard	Risk	Control measures	RR
Back injury, slip and trip, trapped fingers Public obstruction. Cuts to hands	<div>3</div> <div>x</div> <div>3</div> <div>=</div> <div>9</div>	<p>Deliveries to the site will be secondary steel only. These will be offloaded from the lorry by either sliding the sections off the side of the lorry in packs of five or from the tail lift. This will be done via 2 no. operatives.</p> <p>1 no. operative will act as a banksman to ensure the persons can pass/work stopped.</p> <p>The packs will be placed onto the pallet. The packs will be left banded to stop wind movement. G</p> <p>loves will be worn.</p> <p>Collision traffic - The lorry will be parked with consideration to traffic and pedestrians, ensuring that the road is not blocked, or where this is not avoidable, controlled by a banksman.</p> <p>Ensure operatives are trained through toolbox talk training on the safe handling of loads. Supervisors are to always consider mechanical lifting over manual handling.</p> <p>Consideration to be given with regard to the physical condition of the individual prior to deploying them to task in question.</p> <p>Carry out a manual handling assessment (at location)</p> <p>Where ever possible lifting aid, should be employed (i.e) superlift, scissor lifts, or craneage</p> <p>Shop fabricated pieces should be offloaded directly onto the work face to avoid double handling</p> <p>Wear hand protection to EN388.</p> <p>See method statement for correct lifting instructions</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: User			

2.21 Plant lifting operations

2.21.1 Task: Plant lifting operations

Hazard	Risk	Control measures	RR
Serious injuries sustained from using unsafe or incorrect lifting equipment	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	<p>All lifting equipment is to have a current test certificate where valid</p> <p>Be inspected prior to each and every use by the user</p> <p>The safe working loads shall not be exceeded under any circumstances</p>	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>
Persons at risk: All site operatives			
Injuries to unauthorised personnel gaining access to lifting area	<div>4</div> <div>x</div> <div>4</div> <div>=</div> <div>16</div>	<p>All site operatives or public are not be allowed under a suspended load</p> <p>Only use trained competent personnel for lifting duties and one man to control lifting operation</p> <p>The use of a subcontracted work force should be minimised where possible to ensure efficient knowledge of safe method of working</p> <p>Areas shall be fenced off, signage applied to all lifting areas, and use banksman to warn any third parties</p> <p>No unauthorised personnel shall be allowed into or near the lifting areas</p> <p>All personnel involved in lifting operations to read and understand lifting plan with site supervisor</p>	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
Persons at risk: All site operatives, Public			
Serious injuries sustained from uncontrolled falling of loads	<div>4</div> <div>x</div> <div>4</div> <div>=</div> <div>16</div>	<p>Lifting Operations are to strictly conform to LOLER regulations 1998</p> <p>Lifting operations are to have correct documentation submitted including test certificates, qualifications, lift plan etc.</p>	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
Persons at risk: All site operatives			

2.22 Working from step ladders

2.22.1 Task: Working from step ladders

Hazard	Risk	Control measures	RR
Contact with over head cables causing possible fatal injury through electric shock	3	Check prevailing site condition	1
	x	Take care when erecting/positioning step ladders close to an services	x
	5	Do not erect step ladder in close proximity to a power cables - seek advice from supervisor before commencing with work	5
	=		=
	15		5

Persons at risk: User

Head injuries caused by falling objects	5	Barrier off work area	1
	x	Take care when placing step ladder avoiding thorough fare of workers or public if possible	x
	3	When step ladder is secure, remove any dislodgeable items in close proximity	3
	=		=
	15	Keep persons away from ladder and surrounding area when carrying out work	3

Persons at risk: All site operatives, Public

2.22.2 Task: Working from step-ladders

Hazard	Risk	Control measures	RR
Injuries sustained from the unsafe use of step-ladders	5	Operatives will ensure that step-ladders are only used for work that is short-term, of a light nature, that requires one hand to be used, and that can be done without stretching	1
	x	Inspect step-ladders before use to ensure that there are no obvious defects	x
	3	Do not paint stepladders, or use those that have been painted, painting can cover up defects	3
	=		=
	15	Do not put step-ladders in front of doorways without taking appropriate precautions to prevent people bumping into them and never obstruct a fire exit with a ladder	3
		If the step-ladder is being erected in a public area or on a public path, then it is essential to provide proper protection for pedestrians or vehicles before the step-ladder is put up	
		Wherever possible a step-ladder should be footed while someone climbs	
		The step-ladder should be resting on a stable and secure surface	
		The step-ladder should be placed away from overhead and wall mounted power cables	

Step-ladders should never be supported on the bottom rung but always on the feet

Tools etc. should be carried in tool bags or belts rather than by hand, so that the step-ladder can be properly gripped during climbing

Do not lean from ladders or stepladders

Persons at risk: User

2.23 Genie lifts, hoists or chain blocks

2.23.1 Task: Genie lifts, hoists or chain blocks being used

Hazard	Risk	Control measures	RR
Personal injury, falling materials, damage to plant & equipment and third parties. Lifting equipment failure. Improper use of hoist as a working platform - falls from height	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	<div>Exclusion zone to be demarcated to restrict access to other trades and third parties when carrying out works.</div> <div>All lifting equipment to have test certs & weekly recorded inspections.</div> <div>The weight of the load & the equipment capacity is to be known.</div> <div>Supervisor to appoint the task to an experienced operative.</div> <div>Hoist only to be used by trained competent persons.</div> <div>Ensure LOLER certificate is with the hoist and in date.</div> <div>Follow the manufacturer's usage instructions.</div> <div>Do not adapt the fork platform or over-span a load on the forks.</div> <div>Ensure loads are secure to the forks before raising the load above waist height.</div> <div>Do not work above 90% of the marked SWL of the hoist.</div> <div>Carry out a visual inspection of the hoist before each use. Formally record an inspection every day and record in the plant / equipment register</div> <div>Do not use the hoist as an access to height or a working platform under any conditions.</div> <div>Do not use the hoist as a method of stepping down from a place of height</div>	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>

Persons at risk: All site operatives, Public

Shock loading to hoist causing failure/collapse or overturning	<div>3</div> <div>x</div> <div>4</div> <div>=</div> <div>12</div>	<div>Do not allow loads to fall onto the forks/ hoist from any height.</div> <div>Meet the forks to the load before freeing the load from its fixings.</div> <div>Avoid shock loadings causing overturning.</div> <div>Keep persons back from the hoist- do not stand underneath or within the fall zone.</div> <div>Ensure the weight of the load is correctly calculated before release</div>	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
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Persons at risk: All site operatives

Entrapment against solid object causing hand injury, finger entrapment. Uneven surfaces causing overturning	<div>3</div> <div>x</div> <div>2</div> <div>=</div> <div>6</div>	<div>Wear gloves.</div> <div>Ensure the route for the hoist is assessed for potholes, slopes or debris before movement.</div> <div>Remove any obstructions before movement. If in doubt about space to move the hoist freely without causing entrapment, ask for assistance and discuss with your Supervisor</div>	<div>1</div> <div>x</div> <div>2</div> <div>=</div> <div>2</div>
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Persons at risk: User

Supervision and personnel

Name	Role	Phone	Date	Signature
Rob Matthews	Supervisor	07841475304		
ben causer	Erector	07720220377		
Francis Hill	Erector	07976177409		
Kyle Ashton	Erector	07510704134		

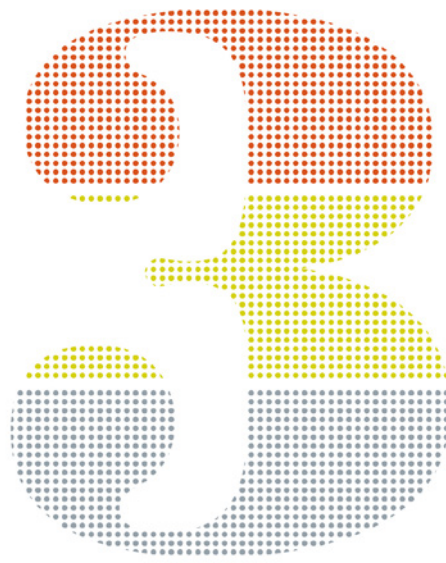
VIBRATION LOG SHEET

Employee Name:		Contract Title:		Week Commencing:	
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Date	Task/Activity	Equipment Used	Vibration Value (in M/S²)	Exposure Points	Comments
<p>Step 1: Identify vibration value of equipment (in M/S²) and enter into HAVI</p> <p>Step 2: Measure vibration using HAVI</p> <p>Step 3: Log Exposure points onto this sheet</p> <p>Step 4: Repeat steps 1-3 for each vibrating tool used during the week</p> <p>Step 5: Send in this vibration log with timesheet weekly</p>					

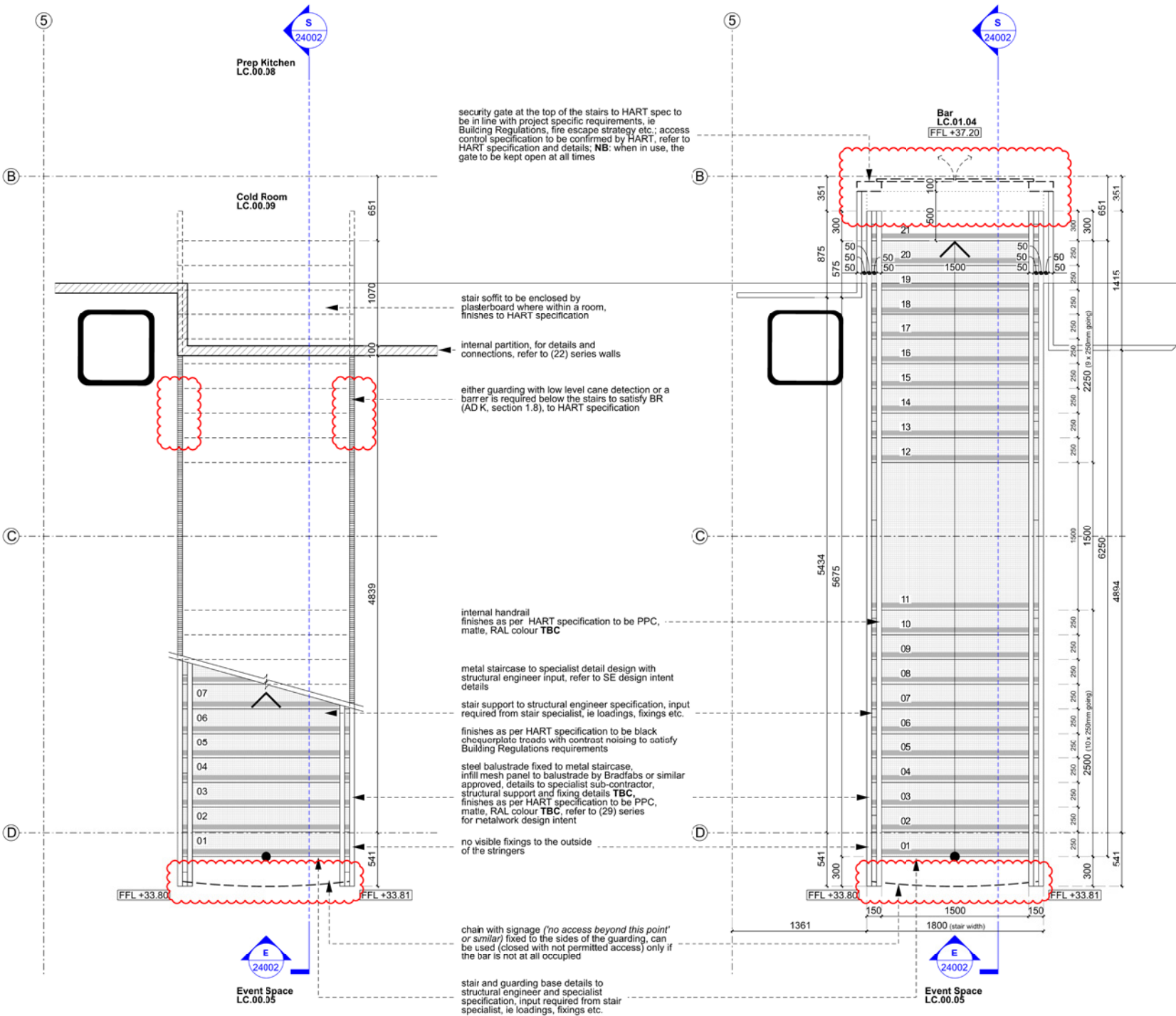
Aim to reduce average exposure to below 100 points and no more than 400 in any one day

Guidance Notes	
1:	This vibration record sheet is to be completed by the operative's line manager and sent to accounts to be kept as a record. Where the record has been completed for an agency worker it shall be sent to their employer and a copy retained on the agency files at Head Office
2:	The Control of Vibration at Work Regulations specifies two levels which apply to the control of vibration:
	a) The daily exposure limit value (ELV) which is the maximum amount of vibration an employee should be exposed to on any single day; and
	b) The daily exposure action value (EAV) which is the level of daily exposure above which the employer is required to take certain actions to reduce exposure.
3:	The vibration exposure must be kept below the Exposure Limit Value (ELV)
4:	Work that exceeds the Exposure Action Value (EAV) can be carried out provided that the following conditions have been met:
	Steps including job rotation, changing working methods, using different tools/lower vibration equipment etc have been considered to reduce vibration to as low as reasonably practical.
	A risk assessment recording the actions taken to reduce exposure to as low as reasonably practical is carried out
	The operatives carrying out the task have been briefed on the contents of the risk assessment.



Sections 07 - 09

The following sections contains Project 3 Architects, and Bradfabs information regarding internal staircases and internal architectural metalwork.



METAL STAIR: Ground Floor Plan
scale 1:50 @ A3

METAL STAIR: Mezzanine Floor Plan
scale 1:50 @ A3

C02	05/07/24	Tender 02 Amend	JG
C01	01/05/24	Construction Issue	JG
T03	27/11/23	As clouded	AS
T02	17/11/23	Amended as per comments	AS
T01	03/11/23	First Issue	AS

Rev: Date: Description: By:



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Project:
Lower Campfield
Liverpool Rd, Manchester

Title:
Metal Stair
Proposed Plans

Status: CONSTRUCTION
Scale @ ISO A3: 1:50

Drawing Number: 0774-P3A-XX-XX-DR-A-24001
Revision: C02