

1.0 Method statement

Document created: 29 Jul 24
Document updated: 29 Jul 24
Revision number: 0
Prepared by: Joshua Perry
Position: Project Manager

Allied London, Lower Campfield

Location of works:
Lower Campfield Market

Site address:
Lower Byrom Street
Manchester City Centre
M3 4FP

Project reference: 2127
Client: Allied London
Principal contractor: Amspec

1.1 Description of activity

Condition No.3 - Prior to the commencement of the development, details of the method for piling, or any other foundation design using penetrative methods, for the development shall be submitted for approval in writing by the City Council, as Local Planning Authority. The approved details shall then be implemented during the construction of the development.

Scope of Works:

Mezzanine base plates:

Cutting into concrete slab (pad foundations and base plate installations) – The works typically involve the cutting of the existing concrete slab to recess the new mezzanine base

plates. The majority of the base plates are recessed into the existing slab by 60mm. The“pockets” are formed using concrete cutting equipment with depth gauges with the slab then

locally broken out minimizing disturbance to the surrounding retained floor slab. In 11Nr location the structural engineer has asked for new pad foundations of approx. size 1300 x 1300. The full

depth pad foundations involve the removal of the full depth of the existing slab and it subsequent reinstatement with new concrete of a prescribed mix with fabric reinforcement. The

Damp proof membrane is reinstated locally to these full depth pads to a detail agreed with and monitored by the Structural Engineer. It is also inspected by Building Control before back filling.?

Foul drainage:

New foul drainage routes are required. All new foul drainage routes are marked out to the layout agreed with the Structural Engineer and Architect. The cutting of the existing slab is carried out to

allow the concrete to be lifted out in manageable sections minimizing vibration. Excavation to reduced levels is carried out in a controlled manner. In the event that the excavation unearths

underground obstructions or artifacts these will be immediately notified to the Site Management and a course of action agreed. . New reinstated slabs are detailed as per the Structural Engineers

requirements along with a reinstated damp proof membrane. All are inspected by Structural Engineer, Architect and Building Control before the concrete is reinstated.?

1.2 PPE Requirements



Safety Hats



Safety Boots



Hi Vis Vest



Safety Gloves



Hearing Protection



Safety Glasses



Long Sleeves and
Trousers

1.3 Specific PPE requirements

- **Mandatory PPE requirements are:** Hard hat, High Visibility Vest, Safety Footwear with an S3 rating, gloves (specified types as follows)

Gloves conform to EN388:2003

The traffi TG1210 glove must be worn when moving or handling, materials or for manual handling activities

The Beeswift Kutstop amber glove **must** be worn when using utility knives.

Kevlar gloves (and sleeves-gauntlets) must be worn when handling glass, regardless of the size or quantity

- Additional PPE requirements may include, goggles, safety glasses, dust masks, ear defenders. These will be specified in the task specific risk assessments, please ensure you read the PPE requirements carefully before work begins
- Dust masks must have FFP3 filters
- Operatives must be face fit tested
- Check COSHH assessments as they will specify any additional PPE requirements for products being used

1.4 Emergency procedures

- Copy of emergency procedures will be displayed on the site board and included in the construction phase plan
- Any changes in emergency procedures will be communicated

Amspec will ensure that the site emergency procedures are followed and that relevant information is given to operatives at time of induction .

All operatives must adhere to emergency procedures at all times

A map to the nearest hospital is provided in the construction phase plan and is displayed on the site board

RIDDOR requires deaths and injuries to be reported to HSE, the following injuries are reportable 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)

1.5 Training

All operatives will have the following training:

- CSCS card
- Manual Handling
- Asbestos Awareness
- Abrasive wheel
- Relevant trade qualification (for trades-persons)

Operatives who erect mobile scaffold towers will be PASMA trained

Operatives who operate MEWPS (3a, 3b, 1b) will be IPAF trained

Site Management Team will have the following training

- A minimum of SMSTS for Site Managers and Project Managers
- A minimum of SSSTS for Foremen
- CSCS Card
- IOSH Managing Safely
- Risk Assessment Training

Other training certificates or licences such as

- Forklift truck
- Dumper / excavator

will be in place as required before work begins

1.6 First aid facilities

A first aid box with enough equipment to cope with the number of workers on site will be provided for by Amspec

- The details of the appointed first aider and location of first aid provisions will be briefed during the site induction.
- Refer to the nearest hospital displayed on the site board and included in the construction phase plan
- If you are not first aid trained, you must not attend to an injured person- contact the first aider immediately

If an accident occurs, you must report this to management immediately

An accident investigation will be carried out

1.7 Legislation

- Health and Safety Work Act 1974
- Fire Safety Act 2021
- 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 Reportable 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 2022
- The Manual Handling Operations Regulations 1992
- The Construction (Design and Management) Regulations 2015

1.8 General waste handling

- 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.
- Use good manual handling techniques in line with manual handling trained
- Report any environmental waste accidents or spillages immediately to management who will put into action the emergency waste containment plan and inform the relevant authorities.
- Report any contamination to management immediately
- Never throw waste into skips, ensure this is placed in a controlled manner to prevent bounce back

1.9 Welfare requirements

Welfare arrangements will be provided at induction and will be outlined in the construction phase plan

Welfare facilities will consist of

- Toilets with hand washing and drying provisions
- Washing facilities suitable for the work taking place
- Drinking water, hot and cold or warm water
- All welfare areas will have adequate shelter, heating, lighting, ventilation and be suitable cleaned
- Rest areas with tables and chairs
- Provisions for heating food and water

Welfare areas must be kept clean and tidy at all times

Waste must be removed immediately after use and placed in waste bins provided

Smoking, vaping or e-cigarettes are not permitted in any welfare locations

1.10 Hazardous substances

COSHH Assessments will be in place for all hazardous substances

These must be read before work begins

1.11 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 must be reported to management immediately who will arrange a competent contractor to remove the waste accordingly
- Hazardous items disposal procedures will be followed as identified in COSHH assessments.
- All efforts will be made to substitute COSHH materials for less noxious water-based materials.

1.12 Use of skips

- Waste is to be deposited into a skip.
- Barrier fencing should be positioned around the skip with 'keep out' signage attached.
- Skips will be covered and secured to reduce the risk of arson and theft.
- Skips should be positioned a minimum of 6m away from buildings or other objects to reduce the spread of fire and to satisfy the requirements of insurance.
- Skips should be positioned to allow easy access for the skip vehicles to drop off new skips and collect full skips.
- Always use a banksman when skip vehicles are reversing.
- Skips are to be emptied regularly to reduce the risk of arson and theft.
- No hazardous material is to be deposited into skips.
- Never climb into a skip.

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.

2.0 Risk assessment

Document created: 29 Jul 24
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 Prepared by: Joshua Perry
 Position: Project Manager

Allied London, Lower Campfield

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 Lower Campfield Market

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Example risk matrix

Likelihood 4
 x
 Severity 5
 =
 Risk/residual risk 20

			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

Site briefing and induction form

Allied London, Lower Campfield

All persons who have signed below confirm that they have been briefed on the safe working methods and arrangements detailed in this method of work statement.

[illegible]

Supervision and personnel

Name	Role	Phone	Date	Signature
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Site Specific Health & Safety Information,
Lower Campfield
Lower Byrom Street
Manchester
M3 4FP



Method Statement & Risk Assessments

Ref: FJM/ Masonbarn Ltd

RAMS Author – Antony McGowan

RAMS Checker – Ralph Stubbs – Handson Safety Ltd

Principal Contractor – Masonbarn Ltd

Contract – Concrete Cutting

Date 12th June 2024 (published) & Checked.

SECTION 1 - CONTRACT DETAILS

PRINCIPAL CONTRACTOR:

Masonbarn Ltd

Task –

Saw Cutting Concrete

SITE ADDRESS:

Lower Campfield
Lower Byrom Street
Manchester
M3 4FP



PROJECT MANAGER (Masonbarn Ltd)

Mr Carl Johansson
email: carl@masonbarn.com
Tel: No Landline to site.
Mobile: 07870 611067

CONTRACTOR:

FJM Contracts Ltd (FJM)

ADDRESS:

FJM Contracts Ltd (Northern Office)
Hoole Farm
Bank Head Lane
Preston
PR5 6YR

Tel: 01772311045
Fax: 01772 311048

CONTACTS:

Director – Antony McGowan – 07725 834883
email: fjmcontractsltd@gmail.com

Visiting Manager – Antony McGowan 07725 834883 (SMSTS)
On site Supervisor – Daniel Smith 07824 875846 (SSSTS)
HSE Advisor – Handson Safety Services

email: enquires@handson-safety-services.co.uk

LABOUR:

2 operatives

FIRST AID:

Daniel Smith, Daniel Whelan – **All FJM operatives received First Aid training in June 2022**

FIRST AID LOCATION:

To be confirmed during induction – assumed site office / welfare area / FJM office to carry first aid kits.

NEAREST A&E HOSPITAL:

Manchester Royal Infirmary (A&)
Brook Street
Manchester
M13 9NZ
0161 2764147

EMERGENCY PROCEDURES:

Follow **site specific procedures given during your induction**. Also inform Daniel Smith (FJM) when it is safe to do so of any emergencies, accidents or near misses.

CONTRACTOR PARKING:

No onsite parking – unload vehicles, park at NCP Sackville Street

START DATE / SITE HOURS:

24th June 2024
Mon-Fri – 07:00 – 18:00 hrs

DELIVERIES:

Unloading of vehicles can be achieved via the works area. Hazard lights to be activated – max 10 mins / ensure no road or footpath is obstructed. Banks man to assist at all times

WELFARE:

Suitable welfare provisions are to be provided by Masonbarn Ltd Operatives are politely reminded to keep all areas clean and tidy and observe social distancing.

EQUIPMENT / PLANT:

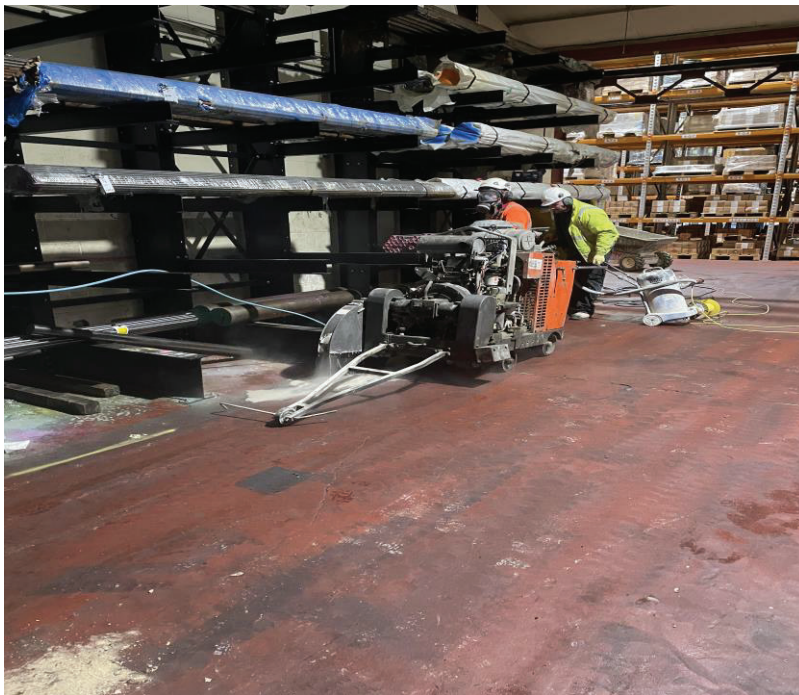
Electric Road Saw, Wet vacs

SECTION 2 – Methodology

FJM CONTRACTS LTD

METHOD STATEMENT

- 1) Report to Masonbarn Ltd site office. Induction to be carried out by FJM / Masonbarn Ltd. Full walk round of the working area to be completed prior to works commencing. Operatives are encouraged to input into the method statements. Amendments must be agreed with Antony McGowan prior. Sign in.
- 2) The task is to cut circa 400lm of concrete.
- 3) Electric saw to be delivered to site. Electric / water is to be supplied by site. FJM to set up 3 phase electric cables as required. Ensure that there are no trip hazards and that all cables are clearly visible. This also applies to the water feed.



- 4) Masonbarn Ltd are to clearly mark the cut locations. In addition, obstructions are to be removed to enable a clear pass with the saw.
- 5) Prior to commencing, set up an exclusion zone with either barrier tape or barriers.
- 6) Works are to proceed as per your training. Saw cut to a depth of 250mm (through to subbase)
- 7) A wet vac is to be used to control water as required.

- 8) Wastewater is to be tipped into wheelie bins, allowed to settle then clean water is to be discharged into the top water drainage system on site
- 9) As works proceed, ensure all water is collected. Prior to removing the exclusion zone, ensure the working area is fully cleaned. Wet floor signage maybe required post works. TBC
- 10) Working areas to be kept tidy at all times.
- 11) **As ever, take your time, work safe and go home and the same condition as you arrived.**

PERSONAL PROTECTIVE EQUIPMENT

Hard hats, high visibility vest, gloves and safety footwear with steel toecaps and midsole protection, FFP3 mask & Light eye protection (EN166.1.F) goggles to be used which operating the grinder (EN166.1.B.3.4.9)

Hearing protection supplies will be available and shall be worn when noise levels exceed 85dB(A) but shall be issued and advised at 80dB(A), if in doubt wear hearing protection, adopt a general rule that if you need to raise your voice to be heard then hearing protection will generally be required. In addition, FJM insist hearing protection must be worn when operating reciprocating saws and, in any instance, where the manufacturer recommends such use regardless of usage time.

All gloves used shall conform to EN 388:2003 standard and as far as practicable the highest performance level shall be selected to ensure best all-round protection.

Respiratory protection shall be worn during all works. FFP3 to be worn.

All safety footwear must include midsole protection in addition to steel toe cap protection. Look after the PPE you have been provided with and report defects.

Remember to clean ear defenders' cups from dust and dirt residue, facial areas can be hypersensitive to chemical attack which can result in skin disorders. Only use disposable ear protection once. FJM prohibit short trousers, long sleeves are strongly advised to help protect against cuts and scrapes.

CONTROLS

Induction Training

All FJM personnel will arrive on site and attend a site safety induction issued by Masonbarn Ltd prior to any works commencing.

FJM employees will be competent through both experience and training to carry out the tasks required of them. CSCS cards are FJM's minimum standard for site operatives and UKATA Asbestos training.

The site supervisors will hold a current SSSTS training certificate and be a registered first aider.

All FJM personnel will read and understand the contents of this method statement and associated risk and COSHH assessments prior to commencing works, this will usually be after or during the site induction. The briefing register **shall be signed by all persons involved** thereafter and a record kept on site. It shall be the responsibility of the site supervisor Daniel Smith to ensure compliance with procedures.

Tools and Equipment

All persons will be suitably competent through both experience and training to use items of tools and equipment in their possession.

The operative must ensure any piece being cut with a reciprocating saw, grinder and the like is adequately secured before cutting, this may require assistance from 1 or more colleagues. The operative must ensure a good firm stance on good level ground before using cutting and grinding equipment.

All portable electrical equipment should display evidence of current PAT testing. Site supervisor shall endeavour to ensure compliance as far as reasonably practicable; this will mean keeping

control of any hired equipment to ensure the hire period does not exceed PAT test dates, also refer to terms and conditions on hire notes.

Tools and equipment will be stored in a designated secure storage area or removed from site at the close of each shift.

FJM Supervisor will ensure that compliance with Masonbarn Ltd hot work permit systems are adhered to should there be any need for use of grinders and the like. A suitable fire extinguisher is adjacent the hot work area at all times. Remove combustible materials before conducting any hot works and avoid hot works as far as practicable.

Water dampening to suppress dust will be used to keep levels as low as possible in the work areas.

Noise levels, vibration magnitudes and safe usage times are to be documented below for all vibratory tools.

Tool	Noise	Vibration Magnitude	Time to EAV 2.5m/s2A(8)	Time to ELV 5m/s2A(8)
HAVS TO BE MONITORED DURING THE SHIFT				

The site Supervisor will be responsible for ensuring operatives are not over exposed to vibration levels. Operatives will be rotated when necessary and given other nonvibratory tasks once limits have been reached.

The practices below will help you, **‘the operative’** reduce to an absolute minimum any of the potential effects from vibration exposure by following best practices.

To minimise risk of adverse effects from vibration adopt the following good practices, “decided if the vibratory tool is necessary i.e., could you do the work another way, if not select the lowest possible vibratory tool, keep hands warm and dry during use of equipment, exercising hands and fingers periodically, change chisels and blades prior to excessive wear, consider the need to rotate users, report tingling, numbness loss of manual dexterity or colour change in hands or fingers to FJM. Note: - smoking may increase risks from vibration.”

No makeshift tools are permitted the correct tool for the task approach should be adopted. Any knives that are used on site must be good quality heavy duty steel knives with retractable or sheathed blades, no low-quality plastic knives. Keep the blades sharp to reduce the cutting effort required. Discard spent blades sensibly, not where they present a hazard to others.

No persons under 18yrs to use any power tools or engage in medium and high-risk activities. All young persons will be subject to additional risk assessment prior to working on site.

Manual Handling

Manual handling is inevitable during strip out activities. Try to reduce the amount of manual handling when it can't be avoided.

FJM request that 25kg will be the maximum weight lifted without assistance, however FJM insist you only lift what **you** are comfortable with, which may be less. We also recognise the repetitive nature of the works involving continued lifting and bending of lighter objects such as individual blocks often for long periods of the day.

To reduce risks further apply the following *best practices* when lifting, back straight, chin in head up and bend the knees keeping the load close to the trunk. Avoid twisting jerky movements and make trial lifts before lifting. Ensure access routes are clear and unobstructed. Don't walk with objects obscuring vision and look for changes in floor levels, if necessary clear a route first. Don't leave trip hazards during strip outs.

Cut all items into

Work at Height -

N/A 12/06/24

Permits may be required for the above TBC

All work at height must be conducted safely.

Housekeeping

Waste materials shall be cleared as far as practicable as created (to reduce unnecessary exposure throughout the working shift, and to reduce the risk of fire, this is every one's responsibility on site).

Always practice good housekeeping to help maintain the safest possible working environment. Follow FJM waste segregation streams these should be explained during your induction. Certain items will need to be placed in different skips; ensure you comply with site requirements.

COSHH

COSHH assessments for anticipated products are attached to the rear of this method statement, however, should additional substances be required or created on site then the blank COSHH assessments attached **must** be completed once you have obtained any product Safety Data Sheets (SDS) prior to use.

All substances hazardous to health must be handled and used in accordance with (SDS) and COSHH assessments ensuring that the necessary precautions are in place to adequately control risks to health, safety and the environment.

FJM employees will be adequately asbestos awareness trained (UKATA) No work will be deliberately carried out upon asbestos containing materials (ACM) If FJM employees suspects ACM's works must cease immediately, prevent access to the area, and inform Masonbarn Ltd

Service Terminations (Electrical)

Masonbarn Ltd will ensure and provide evidence that services have been terminated prior to any works.

Any live services that remain must be clearly marked and if necessary cordoned or protected, Masonbarn Ltd will be responsible for identifying and marking remaining live services. If necessary FJM may need to work under Masonbarn Ltd permits to prevent exposure to live services.

Monitoring & Compliance

- All FJM employees shall receive a site induction on arrival to site and sign the appropriate register thereafter.
- All employees shall be briefed and understand the contents of this method statement, Risk and COSHH assessments, asbestos survey, prior to commencement.
- A register of those briefed shall be kept on site.
- FJM employees should ensure compliance with site procedures.
- Any specific additional information shall be given in the form of toolbox talks.
- FJM employees should bring to the attention of Masonbarn Ltd and FJM any shortfalls in arrangements for safety.
- All accidents, incidents, near misses etc. shall be reported to both FJM and Masonbarn Ltd as soon as practicable.
- Masonbarn Construction Ltd are the Principal Contractor and have overall responsibility for the site, FJM have a duty to cooperate with all reasonable requests.

FJM Contracts Ltd/Risk Assessment Description: = Lower Campfield

Assessor: **A. McGowan / Ralph Stubbs**

Frequency S = Severity

H = High M = Medium L = Low F =

Activity /Description/Hazard	Who Can Be Harmed and How?	Pre-Control Rating			Control Measures Required
		F	S	M	
Manual handling	Contractors, back pain Muscular skeletal disorders.	M		M	Employee's manual handling trained, and information provided in good lifting methods. Remove items in manageable pieces, team lift when necessary Trolleys / barrows / lift to be used remove items as required. Break components down into manageable pieces.
Manual handling (tower scaffold)	N/A – 12/06/24				
Slips, trips and fall	Anyone on site.	M		M	Access routes to be kept clear. Keep work areas tidy. Work methodically to maintain good access routes. Ensure cables / hoses are secured away from transit routes
Concrete Slurry	Skin Burns / eye contact	M		H	Operatives are to wear eye protection / plastic gloves when handling wastewater / slurry.
Live services and electrical equipment	Anyone on site, fire, explosion, electrocution.	M		L	Masonbarn Ltd to confirm that there are no underground services.
Being struck by plant and vehicles	Contractors, serious injury.	L		H	Wear high visibility clothing in compound areas or any area where plant and vehicles may be in operation.
Use of plant, tools, and equipment.	Contractors, injury through failure or misuse.	M		H	All persons to be competent through instruction and training to use the equipment in their possession. Supervise all work operations. Abrasive discs only to be changed by competent trained persons. Avoid makeshift tools and improvisation – Permit required Don't overload trolleys barrows etc. check condition before used ensure

With the above controls in place the risks are deemed to be as low as reasonably practicable, any deviation from risk assessment could render it ineffective.

				tyres are correctly inflated etc. Maintain plant and equipment properly.
COSHH exposure to hazardous substances	Contractors could breathe in dust, contact with asbestos	M	L	Hazardous substances brought onto site to be accompanied with a Safety Data Sheet (SDS). Carry out COSHH assessment prior to using substances on site. Ensure appropriate PPE is available and worn as required by COSHH findings. Tell employees about the hazards during briefing. Information upon asbestos surveys to be provided by Masonbarn Ltd prior to works. Train employees in asbestos awareness
Fire	Anyone on site	L	H	Fire extinguishers to be available, emergency plan as per Masonbarn Ltd induction. Don't allow waste to accumulate. Keep exits clear.
Vibration	Vibration White Finger disorders	H	M	Provide safe usage times, along with good practices. Rotate operatives. Monitor and supervise.
Noise	Occupational deafness	H	M	Provide information on noise levels, Provide hearing protection. Try to screen or isolate noise, select quieter equipment when possible. Use ear plugs and helmet ear protection. SNR reduction is circa 55dB.
Work at Height.	N/A 12/06/24			
Asthma	Persons diagnosed with Asthma or respiratory ailments	L	H	FJM Contracts Ltd will check all health declaration sheets to identify operatives who may suffer with respiratory ailments. FFP3 masks are to be available to all operatives, damping down of materials to be carried out at all times. Any operatives that require a reliever inhaler (blue) more than four times during the working day will be tasked elsewhere. The site supervisor is to be made aware of the location of the reliever inhaler in case of a sudden asthma attack. Health surveillance to be carried out by FJM Ltd. It is the operative's responsibility to ensure they have adequate, valid and accessible medication.

SECTION 5 – READ / UNDERSTAND / SIGN

Method Title: Ref: Concrete Cutting

By signing below, I am confirming that I have read and understand and shall endeavour to comply with the contents of the fore-mentioned Method Statement, Risk Assessment.

Name:	Signature:	Date:

COSHH

Always follow the safe system of work, this has been devised from risk assessment and is designed to enable you to carry out your job in the safest way possible.

COSHH stands for Control of Substances Hazardous to Health

Any substances with a hazard warning label has the potential to cause harm. The effects of exposure to substances can build up over a long period of time and can be permanent

You can be affected by a hazardous substance through:

INGESTION	eating contaminated food/drink or poor hygiene
INHALATION	breathing harmful dusts, vapours, smoke, mist or fumes
ABSORPTION	substances entering the body through the skin, or through cuts, scratches,
INJECTION	accidental puncture of the skin with contaminated sharp

1. When using hazardous substances wear the correct PPE
2. Know how to look after and use the PPE correctly
3. Know where the first aid kit, eye wash facilities etc are kept
4. Ensure hazardous substances are put back into a secure location after use and not left out
5. Don't store hazardous substances above head height
6. If you are required to use hazardous substances, ensure you are trained to do so
7. Read and comply with the information on the hazard data sheet and the instructions on the product label
8. Do not eat, smoke or drink when handling substances
9. Don't expose other people to fumes, dust, gas or other dangers from substances due to your work
10. Always wash your hands before eating or drinking
11. If you come across an unidentified substance on site, report it to your supervisor immediately. He/She will isolate it and arrange to have the substance identified
12. Never sniff, or taste a substance to try to identify it

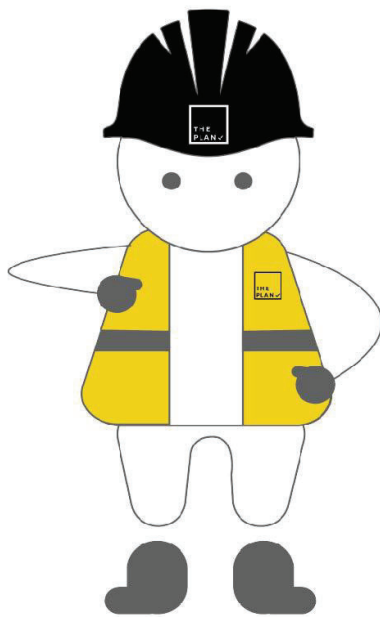
If you need assistance or advice on any substance or working condition contact your line manager

Remember: Ignore a substance today and you may wish you hadn't tomorrow

Reviewed April 2016



THIS IS STAN.



SILICA DUST

Stan was cutting concrete with a floor saw. He had read the RAMs for this work and knew the dangers of breathing in the dust from concrete. Stan wore the correct PPE; protective goggles, ear defenders, and an FFP3 dust mask. He also used a water spray system to suppress the dust and made sure his colleagues who could be exposed were wearing the correct PPE.

EXPOSURE TO SILICA DUST OVER A LONG PERIOD CAN CAUSE FIBROSIS (HARDENING OR SCARRING) OF THE LUNG TISSUE WHICH COULD LEAD TO LOSS OF LUNG FUNCTION. SUFFERERS USUALLY BECOME HOUSE OR BED-BOUND AND OFTEN DIE PREMATURELY DUE TO HEART FAILURE.

BE LIKE STAN, STICK TO THE PLAN

#BETHEDIFFERENCE



Always use dust suppression



Use a vacuum to clean up, not a brush



Use dust extraction and open windows



Use a properly fitted dust mask

KNOW A COLLEAGUE THAT WORKS TO BE THE DIFFERENCE?

Complete a Platinum Award Card using the following link - <https://jigsaw.stylesandwood.co.uk/> - Platinum Card Template TP029) and email it to Supply Chain and Compliance.

To Whom It May Concern,

13th September 2023

RE: FJM Contracts Ltd
Our Reference: 37365302

We can confirm that we act as insurance brokers on behalf of the above insured, and that the following covers are in place:

Employers Liability

Insurer:	Thames Underwriting Ltd
Policy number:	B0334SC33420212557
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£10,000,000

Public & Products Liability

Insurer:	Thames Underwriting Ltd
Policy number:	B0334SC33420212557
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£5,000,000

Pollution Liability Sub-Section

Insurer:	Thames Underwriting Ltd
Policy number:	B0334SC33420212557
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£5,000,000

Directors & Officers Liability

Insurer:	AXA Insurance UK Plc
Policy number:	AC DIR 4582251
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£250,000

Please Note:

The information provided in this document provides a brief overview of covers in place at the time this was sent. The full details of the above policies, including terms and conditions, are provided in

Coverpoint House
St David's Road South and Hove Road
Lytham St Annes
Lancashire
FY8 1TJ

01253 723 456
info@guypenn.co.uk
www.guypenn.co.uk

Guy Penn is a trading name of Advisory Insurance Brokers Limited which is authorised and regulated by the Financial Conduct Authority (reference number 313250). Registered Office: 2 Minster Court, Mincing Lane, London, EC3R 7PD. Registered in England & Wales No. 04043759

ethos
broking

04/09/23



Site Specific Health & Safety Information,

Lower Campfield

Lower Byrom Street

Manchester

M3 4FP



Method Statement & Risk Assessments

Ref: FJM/ Masonbarn Ltd

RAMS Author – Antony McGowan

RAMS Checker – Ralph Stubbs – Handson Safety Ltd

Principal Contractor – Masonbarn Ltd

Contract – Breaking / Removal of Concrete

Date 12th June 2024 (published) & Checked.

SECTION 1 - CONTRACT DETAILS

PRINCIPAL CONTRACTOR:

Masonbarn Ltd

Task –

Breaking / Removal of Concrete

SITE ADDRESS:

Lower Campfield
Lower Byrom Street
Manchester
M3 4FP



PROJECT MANAGER (Masonbarn Ltd)

Mr Carl Johansson
email: carl@masonbarn.com
Tel: No Landline to site.
Mobile: 07870 611067

CONTRACTOR:

FJM Contracts Ltd (FJM)

ADDRESS:

FJM Contracts Ltd (Northern Office)
Hoole Farm
Bank Head Lane
Preston
PR5 6YR

Tel: 01772311045
Fax: 01772 311048

CONTACTS:

Director – Antony McGowan – 07725 834883
email: fjmcontractsltd@gmail.com

Visiting Manager – Antony McGowan 07725 834883 (SMSTS)
On site Supervisor – Daniel Smith 07824 875846 (SSSTS)
HSE Advisor – Handson Safety Services

email: enquires@handson-safety-services.co.uk

LABOUR:

3 operatives

FIRST AID:

Daniel Smith, Daniel Whelan – **All FJM operatives received First Aid training in June 2022**

FIRST AID LOCATION:

To be confirmed during induction – assumed site office / welfare area / FJM office to carry first aid kits.

NEAREST A&E HOSPITAL:

Manchester Royal Infirmary (A&)
Brook Street
Manchester
M13 9NZ
0161 2764147

EMERGENCY PROCEDURES:

Follow **site specific procedures given during your induction**. Also inform Daniel Smith (FJM) when it is safe to do so of any emergencies, accidents or near misses.

CONTRACTOR PARKING:

No onsite parking – unload vehicles, park at NCP Sackville Street

START DATE / SITE HOURS:

24th June 2024
Mon-Fri – 07:00 – 18:00 hrs

DELIVERIES:

Unloading of vehicles can be achieved via the works area. Hazard lights to be activated – max 10 mins / ensure no road or footpath is obstructed. Banks man to assist at all times

WELFARE:

Suitable welfare provisions are to be provided by Masonbarn Ltd Operatives are politely reminded to keep all areas clean and tidy and observe social distancing.

EQUIPMENT / PLANT:

Brokk machine & breaker / electric barrows / electric excavator /

SECTION 2 – Methodology

FJM CONTRACTS LTD

METHOD STATEMENT

- 1) Report to Masonbarn Ltd site office. Induction to be carried out by FJM / Masonbarn Ltd.
Full walk round of the working area to be completed prior to works commencing.
Operatives are encouraged to input into the method statements. Amendments must be agreed with Antony McGowan prior. Sign in.
- 2) The task to carefully break out / remove from site concrete.
- 3) The following items of equipment are to be used – Brokk machine, electric barrows, electric excavator or excavator fitted with fume extraction.
- 4) Trailing leads are to be kept to a minimum.





- 5) An exclusion zone and secured transit route is to be set up prior to works commencing. Masonbarn Ltd site manager will advise as to the desired location of the aforementioned. In addition, Masonbarn Ltd are to advise as to the set down area for the skip vessel. Protection to the external floor may be required. In the event of this, floor protection must be used as shown below



- 6) Prior to breaking, ensure that a water feed has been set up to control dust during the works.
- 7) Using the Brokk machine, operatives are to carefully break the slab between the cut lines. Once broke, the excavator is to be used to carefully load material into the electric barrows. Once loaded, waste material is to be loaded into the skip vessel as required.
- 8) Ensure water is applied at all times to control dust.
- 9) FJM are required to remove concrete only. Masonbarn Ltd are to excavate as required at a later date.
- 10) As works proceed, barriers are to be set up to protect the open edge of the slab.
- 11) Ensure that the areas are fully protected during break times / end of shift etc.
- 12) Working areas to be kept tidy at all times.
- 13) **As ever, take your time, work safe and go home and the same condition as you arrived.**

PERSONAL PROTECTIVE EQUIPMENT

Hard hats, high visibility vest, gloves and safety footwear with steel toecaps and midsole protection, FFP3 mask & Light eye protection (EN166.1.F) goggles to be used which operating the grinder (EN166.1.B.3.4.9)

Hearing protection supplies will be available and shall be worn when noise levels exceed 85dB(A) but shall be issued and advised at 80dB(A), if in doubt wear hearing protection, adopt a general rule that if you need to raise your voice to be heard then hearing protection will generally be required. In addition, FJM insist hearing protection must be worn when operating reciprocating saws and, in any instance, where the manufacturer recommends such use regardless of usage time.

All gloves used shall conform to EN 388:2003 standard and as far as practicable the highest performance level shall be selected to ensure best all-round protection.

Respiratory protection shall be worn during all works. FFP3 to be worn.

All safety footwear must include midsole protection in addition to steel toe cap protection. Look after the PPE you have been provided with and report defects.

Remember to clean ear defenders' cups from dust and dirt residue, facial areas can be hypersensitive to chemical attack which can result in skin disorders. Only use disposable ear protection once. FJM prohibit short trousers, long sleeves are strongly advised to help protect against cuts and scrapes.

CONTROLS

Induction Training

All FJM personnel will arrive on site and attend a site safety induction issued by Masonbarn Ltd prior to any works commencing.

FJM employees will be competent through both experience and training to carry out the tasks required of them. CSCS cards are FJM's minimum standard for site operatives and UKATA Asbestos training.

The site supervisors will hold a current SSSTS training certificate and be a registered first aider.

All FJM personnel will read and understand the contents of this method statement and associated risk and COSHH assessments prior to commencing works, this will usually be after or during the site induction. The briefing register **shall be signed by all persons involved** thereafter and a record kept on site. It shall be the responsibility of the site supervisor Daniel Smith to ensure compliance with procedures.

Tools and Equipment

All persons will be suitably competent through both experience and training to use items of tools and equipment in their possession.

The operative must ensure any piece being cut with a reciprocating saw, grinder and the like is adequately secured before cutting, this may require assistance from 1 or more colleagues. The operative must ensure a good firm stance on good level ground before using cutting and grinding equipment.

All portable electrical equipment should display evidence of current PAT testing. Site supervisor shall endeavour to ensure compliance as far as reasonably practicable; this will mean keeping control of any hired equipment to ensure the hire period does not exceed PAT test dates, also refer to terms and conditions on hire notes.

Tools and equipment will be stored in a designated secure storage area or removed from site at the close of each shift.

FJM Supervisor will ensure that compliance with Masonbarn Ltd hot work permit systems are adhered to should there be any need for use of grinders and the like. A suitable fire extinguisher is adjacent the hot work area at all times. Remove combustible materials before conducting any hot works and avoid hot works as far as practicable.

Water dampening to suppress dust will be used to keep levels as low as possible in the work areas.

Noise levels, vibration magnitudes and safe usage times are to be documented below for all vibratory tools.

Tool	Noise	Vibration Magnitude	Time to EAV 2.5m/s ² A(8)	Time to ELV 5m/s ² A(8)
HAVS TO BE MONITORED DURING THE SHIFT				

The site Supervisor will be responsible for ensuring operatives are not over exposed to vibration levels. Operatives will be rotated when necessary and given other nonvibratory tasks once limits have been reached.

The practices below will help you, **‘the operative’** reduce to an absolute minimum any of the potential effects from vibration exposure by following best practices.

To minimise risk of adverse effects from vibration adopt the following good practices, “decided if the vibratory tool is necessary i.e., could you do the work another way, if not select the lowest possible vibratory tool, keep hands warm and dry during use of equipment, exercising hands and fingers periodically, change chisels and blades prior to excessive wear, consider the need to rotate users, report tingling, numbness loss of manual dexterity or colour change in hands or fingers to FJM. Note: - smoking may increase risks from vibration.”

No makeshift tools are permitted the correct tool for the task approach should be adopted. Any knives that are used on site must be good quality heavy duty steel knives with retractable or sheathed blades, no low-quality plastic knives. Keep the blades sharp to reduce the cutting effort required. Discard spent blades sensibly, not where they present a hazard to others.

No persons under 18yrs to use any power tools or engage in medium and high-risk activities. All young persons will be subject to additional risk assessment prior to working on site.

Manual Handling

Manual handling is inevitable during strip out activities. Try to reduce the amount of manual handling when it can't be avoided.

FJM request that 25kg will be the maximum weight lifted without assistance, however FJM insist you only lift what **you** are comfortable with, which may be less. We also recognise the repetitive nature of the works involving continued lifting and bending of lighter objects such as individual blocks often for long periods of the day.

To reduce risks further apply the following *best practices* when lifting, back straight, chin in head up and bend the knees keeping the load close to the trunk. Avoid twisting jerky movements and make trial lifts before lifting. Ensure access routes are clear and unobstructed. Don't walk with objects obscuring vision and look for changes in floor levels, if necessary clear a route first. Don't leave trip hazards during strip outs.

Cut all items into

Work at Height -

N/A 12/06/24

Permits may be required for the above TBC

All work at height must be conducted safely.

Housekeeping

Waste materials shall be cleared as far as practicable as created (to reduce unnecessary exposure throughout the working shift, and to reduce the risk of fire, this is every one's responsibility on site).

Always practice good housekeeping to help maintain the safest possible working environment. Follow FJM waste segregation streams these should be explained during your induction. Certain items will need to be placed in different skips; ensure you comply with site requirements.

COSHH

COSHH assessments for anticipated products are attached to the rear of this method statement, however, should additional substances be required or created on site then the blank COSHH assessments attached **must** be completed once you have obtained any product Safety Data Sheets (SDS) prior to use.

All substances hazardous to health must be handled and used in accordance with (SDS) and COSHH assessments ensuring that the necessary precautions are in place to adequately control risks to health, safety and the environment.

FJM employees will be adequately asbestos awareness trained (UKATA) No work will be deliberately carried out upon asbestos containing materials (ACM) If FJM employees suspects ACM's works must cease immediately, prevent access to the area, and inform Masonbarn Ltd

Service Terminations (Electrical)

Masonbarn Ltd will ensure and provide evidence that services have been terminated prior to any works.

Any live services that remain must be clearly marked and if necessary cordoned or protected, Masonbarn Ltd will be responsible for identifying and marking remaining live services. If necessary FJM may need to work under Masonbarn Ltd permits to prevent exposure to live services.

Monitoring & Compliance

- All FJM employees shall receive a site induction on arrival to site and sign the appropriate register thereafter.
- All employees shall be briefed and understand the contents of this method statement, Risk and COSHH assessments, asbestos survey, prior to commencement.
- A register of those briefed shall be kept on site.
- FJM employees should ensure compliance with site procedures.
- Any specific additional information shall be given in the form of toolbox talks.
- FJM employees should bring to the attention of Masonbarn Ltd and FJM any shortfalls in arrangements for safety.
- All accidents, incidents, near misses etc. shall be reported to both FJM and Masonbarn Ltd as soon as practicable.
- Masonbarn Construction Ltd are the Principal Contractor and have overall responsibility for the site, FJM have a duty to cooperate with all reasonable requests.

FJM Contracts Ltd/Risk Assessment Description: = Lower Campfield

Assessor: **A. McGowan / Ralph Stubbs**

Frequency S = Severity

H = High M = Medium L = Low F =

Activity /Description/Hazard	Who Can Be Harmed and How?	Pre-Control Rating			Control Measures Required
		F	S		
Manual handling	Contractors, back pain Muscular skeletal disorders.	M	M		Employee's manual handling trained, and information provided in good lifting methods. Remove items in manageable pieces, team lift when necessary Trolleys / barrows / lift to be used remove items as required. Break components down into manageable pieces.
Manual handling (tower scaffold)	N/A – 12/06/24				
Slips, trips and fall	Anyone on site.	M	M		Access routes to be kept clear. Keep work areas tidy. Work methodically to maintain good access routes. Ensure cables / hoses are secured away from transit routes
Concrete Slurry	Skin Burns / eye contact	M	H		Operatives are to wear eye protection / plastic gloves when handling wastewater / slurry.
Live services and electrical equipment	Anyone on site, fire, explosion, electrocution.	M	L		Masonbarn Ltd to confirm that there are no underground services.
Being struck by plant and vehicles	Contractors, serious injury.	L	H		Wear high visibility clothing in compound areas or any area where plant and vehicles maybe in operation. Do not enter the working area unless instructed to do by the machine operator. Make eye contact. Do not assume the machine operator has seen you.
Use of plant, tools, and equipment.	Contactors, injury through failure or misuse.	M	H		All persons to be competent through instruction and training to use the equipment in their possession. Supervise all work operations. Abrasive discs only to be changed by competent trained persons.

				Avoid makeshift tools and improvisation – Permit required Don't overload trolleys barrows etc. check condition before used ensure tyres are correctly inflated etc. Maintain plant and equipment properly. Hazardous substances brought onto site to be accompanied with a Safety Data Sheet (SDS). Carry out COSHH assessment prior to using substances on site. Ensure appropriate PPE is available and worn as required by COSHH findings. Tell employees about the hazards during briefing. Information upon asbestos surveys to be provided by Masonbarn Ltd prior to works. Train employees in asbestos awareness
COSHH exposure to hazardous substances	Contractors could breathe in dust, contact with asbestos	M	L	
Fire	Anyone on site	L	H	Fire extinguishers to be available, emergency plan as per Masonbarn Ltd induction. Don't allow waste to accumulate. Keep exits clear.
Vibration	N/A 12/06/24			
Noise	Occupational deafness	H	M	Provide information on noise levels, Provide hearing protection. Try to screen or isolate noise, select quieter equipment when possible. Use ear plugs and helmet ear protection. SNR reduction is circa 55dB.
Open Edge of trench	Operatives may fall into open trench			Barriers to be erected, warning signs displayed.
Asthma	Persons diagnosed with Asthma or respiratory ailments	L	H	FJM Contracts Ltd will check all health declaration sheets to identify operatives who may suffer with respiratory ailments. FFP3 masks are to be available to all operatives, damping down of materials to be carried out at all times. Any operatives that require a reliever inhaler (blue) more than four times during the working day will be tasked elsewhere. The site supervisor is to be made aware of the location of the reliever inhaler in case of a sudden asthma attack. Health surveillance to be carried out by FJM Ltd. It is the operative's responsibility to ensure they

				have adequate, valid and accessible medication.
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With the above controls in place the risks are deemed to be as low as reasonably practicable, any deviation from risk assessment could render it ineffective.

SECTION 5 – READ / UNDERSTAND / SIGN

Method Title: Ref: Concrete Breaking / Removal

By signing below, I am confirming that I have read and understand and shall endeavour to comply with the contents of the fore-mentioned Method Statement, Risk Assessment.

[illegible]

COSHH

Always follow the safe system of work, this has been devised from risk assessment and is designed to enable you to carry out your job in the safest way possible.

COSHH stands for Control of Substances Hazardous to Health

Any substances with a hazard warning label has the potential to cause harm. The effects of exposure to substances can build up over a long period of time and can be permanent

You can be affected by a hazardous substance through:

INGESTION	eating contaminated food/drink or poor hygiene
INHALATION	breathing harmful dusts, vapours, smoke, mist or fumes
ABSORPTION	substances entering the body through the skin, or through cuts, scratches,
INJECTION	accidental puncture of the skin with contaminated sharp

1. When using hazardous substances wear the correct PPE
2. Know how to look after and use the PPE correctly
3. Know where the first aid kit, eye wash facilities etc are kept
4. Ensure hazardous substances are put back into a secure location after use and not left out
5. Don't store hazardous substances above head height
6. If you are required to use hazardous substances, ensure you are trained to do so
7. Read and comply with the information on the hazard data sheet and the instructions on the product label
8. Do not eat, smoke or drink when handling substances
9. Don't expose other people to fumes, dust, gas or other dangers from substances due to your work
10. Always wash your hands before eating or drinking
11. If you come across an unidentified substance on site, report it to your supervisor immediately. He/She will isolate it and arrange to have the substance identified
12. Never sniff, or taste a substance to try to identify it

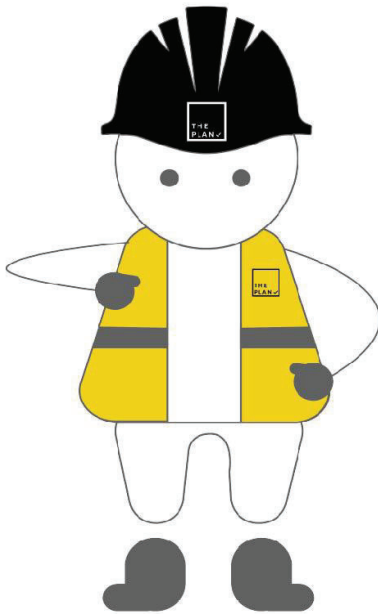
If you need assistance or advice on any substance or working condition contact your line manager

Remember: Ignore a substance today and you may wish you hadn't tomorrow

Reviewed April 2016



THIS IS STAN.



SILICA DUST

Stan was cutting concrete with a floor saw. He had read the RAMs for this work and knew the dangers of breathing in the dust from concrete. Stan wore the correct PPE; protective goggles, ear defenders, and an FFP3 dust mask. He also used a water spray system to suppress the dust and made sure his colleagues who could be exposed were wearing the correct PPE.

EXPOSURE TO SILICA DUST OVER A LONG PERIOD CAN CAUSE FIBROSIS (HARDENING OR SCARRING) OF THE LUNG TISSUE WHICH COULD LEAD TO LOSS OF LUNG FUNCTION. SUFFERERS USUALLY BECOME HOUSE OR BED-BOUND AND OFTEN DIE PREMATURELY DUE TO HEART FAILURE.

BE LIKE STAN, STICK TO THE PLAN

#BETHEDIFFERENCE



Always use dust suppression



Use a vacuum to clean up, not a brush



Use dust extraction and open windows



Use a properly fitted dust mask

KNOW A COLLEAGUE THAT WORKS TO BE THE DIFFERENCE?

Complete a Platinum Award Card using the following link - <https://jigsaw.stylesandwood.co.uk/> - Platinum Card Template TP029) and email it to Supply Chain and Compliance.

To Whom It May Concern,

13th September 2023

RE: FJM Contracts Ltd
Our Reference: 37365302

We can confirm that we act as insurance brokers on behalf of the above insured, and that the following covers are in place:

Employers Liability

Insurer:	Thames Underwriting Ltd
Policy number:	B0334SC33420212557
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£10,000,000

Public & Products Liability

Insurer:	Thames Underwriting Ltd
Policy number:	B0334SC33420212557
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£5,000,000

Pollution Liability Sub-Section

Insurer:	Thames Underwriting Ltd
Policy number:	B0334SC33420212557
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£5,000,000

Directors & Officers Liability

Insurer:	AXA Insurance UK Plc
Policy number:	AC DIR 4582251
Cover period:	16 th September 2023 to 15 th September 2024
Indemnity limit:	£250,000

Please Note:

The information provided in this document provides a brief overview of covers in place at the time this was sent. The full details of the above policies, including terms and conditions, are provided in

Coverpoint House
St David's Road South and Hove Road
Lytham St Annes
Lancashire
FY8 1TJ

01253 723 456
info@guypenn.co.uk
www.guypenn.co.uk

Guy Penn is a trading name of Advisory Insurance Brokers Limited which is authorised and regulated by the Financial Conduct Authority (reference number 313250). Registered Office: 2 Minster Court, Mincing Lane, London, EC3R 7PD. Registered in England & Wales No. 04043759

ethos
broking

04/09/23



Risk Assessment

Risk Assessment Details

Risk Assessment Number	0000004197
Risk Assessment Date	06/06/2024
Risk Assessment Author	Carl Johansson
Project/Contract	Campfield Market
Start Date	June 2024
Expected job duration	TBC
Client contact	Mark Shuttleworth. marks@amspec.co.uk
Description	LOWER CAMPFIELD MARKET GROUND FLOOR SLAB GROUNDWORKS
Site Address	Lower Campfield Liverpool Rd Manchester

Signatures

	Name	Title	Signature	Date
Document Author	Carl Johansson	Manager		06/06/2024

Data Protection Statement

The information and data provided herein applies only to the contract for which it was written, it shall not be duplicated, disclosed or disseminated by the recipient in whole or in part for any purpose whatsoever without the prior written permission from HS Direct Ltd.

It is the duty of all employees to observe the following Risk Assessment framed to provide a code of good practice and conduct with the object of preventing accidents. At all times employees must work in a safe manner both to prevent personal injury to themselves or to other personnel.

Individuals or Groups Affected By This Assessment

Groups Affected
Client Staff
Employees
Other Contractors
Main Contractor
Amspec

Hazards and Control Procedures :

Pre-Control	Hazard: Chemicals, Dust, Fumes	Residual Risk
P S RR	Respiratory illnesses, Skin infections, Poisonous chemicals	P S RR
4 4 16	Control Procedures	2 4 8
	Face fit tests are carried out on all operatives on an annual basis and are provided with FFP3 masks	
	FFP3 mask to be worn when drilling into concrete slab.	

Pre-Control	Hazard: Excavator 360	Residual Risk
P S RR	Death, Serious injury, by impact or collision, unexpected movement	P S RR
4 4 16	Control Procedures	1 4 4
	A banksman may be required to ensure safe working in the excavation area if other trades are working in close proximity.	
	Machine is regularly inspected and maintained.	
	Machine will be immobilised when not in use and ignition key will be removed when left unattended.	
	Operator is fully trained and holds relevant plant operator certification.	

Pre-Control	Hazard: Vibration from cutting / grinding / drilling tools	Residual Risk
P S RR	Muscular, Circulatory damage, Material damage.	P S RR
4 4 16	Control Procedures	1 4 4
	Ensure that all equipment used is of a low vibration specification and is checked before use.	
	Minimise the time workers are exposed to vibration by job rotation, i.e. workers will be given rest periods or other tasks to perform.	
	Operate machine only within its specified daily vibration exposure period. (Exceeding this time on a regular basis may lead to HAVS problems).	
	Trigger time for drills and grinders will be extremely low, if they are used at all. Grinders used are of a low emission specification and do not cause users to exceed daily action levels.	

Pre-Control	Hazard: Slips Trips and Falls	Residual Risk
P S RR	Bruising, Cuts, Broken Limbs - Caused by items left on the floor, water, oil and other slippery surface or poor footwear	P S RR
4 3 12	Control Procedures	1 3 3
	All staff will keep the working area tidy and remove trip hazards as and when they occur.	

Pre-Control	Hazard: Manual Handling	Residual Risk
P S RR	Muscular skeletal disorders - Twisting, Over-reaching, muscular problems, poor techniques load too heavy	P S RR
4 3 12	Control Procedures	1 3 3
	All staff have been trained in correct lifting methods.	

Pre-Control			Hazard: Housekeeping	Residual Risk		
P	S	RR	slips trips fracture	P	S	RR
4	3	12	Control Procedures	1	3	3
			A high standard of housekeeping must be maintained at all times to ensure safe and hygienic conditions.			

Pre-Control			Hazard: Contact with Wet Concrete	Residual Risk		
P	S	RR	Severe Chemical burns, dermatitis	P	S	RR
4	3	12	Control Procedures	1	3	3
			Personnel will ensure good hygiene practice, wash hands and face with soap and water on completion of any works where contamination is suspected.			

Pre-Control			Hazard: Power Tools	Residual Risk		
P	S	RR	Cutting stabbing Penetrating wounds, Entanglement with tool bits, Lacerations, eye damage. Lack of maintenance and use of defective tools are common causes of injuries. Improper use of equipment poor training may cause injuries to operators and others.	P	S	RR
4	3	12	Control Procedures	1	3	3
			110v maximum voltage. Appropriate PPE must be worn e.g gloves, glasses			

Pre-Control			Hazard: Hand Tools (Use)	Residual Risk		
P	S	RR	Bruising, Cuts, Eye damage - Improper use of hand tools and use of defective hand tools are common causes of minor injuries. Serious injuries may be caused particularly through failure of the tool e.g. mushrooming of chisel heads	P	S	RR
4	2	8	Control Procedures	1	2	2
			All hand tools should be in good condition and must be inspected prior to use.			
			Appropriate PPE to be worn when using hand tools - safety glasses / goggles / hearing protection / gloves.			
			Insulated hand tools only			

Pre-Control			Hazard: Noise	Residual Risk		
P	S	RR	Loss of hearing, Reduced hearing	P	S	RR
4	2	8	Control Procedures	1	2	2
			Hearing protection must be worn when using power tools			

Pre-Control			Hazard: Vibration	Residual Risk		
P	S	RR	Hand arm vibration, Vibration White Finger	P	S	RR
4	2	8	Control Procedures	1	2	2
			Minimise the time workers are exposed to vibration by job rotation, i.e. workers will be given rest periods or other tasks to perform.			

Pre-Control			Hazard: Toilet and hand washing facilities	Residual Risk		
P	S	RR	Minor Injury	P	S	RR
4	1	4	Control Procedures	1	1	1
			Contractors will be allowed access to site facilities providing they are left clean and tidy.			

Probability (P)	Severity (S)	Risk Ranking (RR = P * S)
1 Highly Unlikely	1 Trivial	< 1 - No Action Required
2 Unlikely	2 Minor injury	> 2 - Low Priority
3 Possible	3 Over 3 Day injury	> 8 - Medium Priority
4 Probable	4 Major injury or condition	>10 - High Priority
5 Certain	5 Incapacity or Death	>15 - Urgent Action Required

Required PPE



Ear Protection



Eye protection



FFP3



Gloves



Standard Hard Hat



Hi Visibility Vest



Safety footwear

Sign Off Sheet

I have read and understood the contents of this Risk Assessment.

Anything I did not understand has been explained to me to my satisfaction.

I agree to follow the Risk Assessment and understand that any control procedures are provided for my safety and the safety of others.

Print Name

Signed

Date[illegible]



Method Statement

Method Statement Details

Method Statement Number	3450
Method Statement Date	06/06/2024
Method Statement Author	Carl Johansson
Project/Contract	Campfield Market
Start Date	June 2024
Expected job duration	TBC
Client Contact	Mark Shuttleworth. marks@amspec.co.uk
Description	LOWER CAMPFIELD MARKET GROUND FLOOR SLAB GROUNDWORKS
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	Name	Title	Signature	Date
Document Author	Carl Johansson	Manager		06/06/2024

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Emergency Contact Details

Name	Carl Johansson	Sean Fitzsimons		
Telephone Number	07870611067	07736700709		

General Precautions

To be observed by all staff at all times, any deviation from these control procedures must be authorised by the site manager or safety representative.

Communication with Other Workers on Site.

All staff will report to the site office for induction on arrival at the site. The site manager will inform staff of any hazards that are present on site. Staff will inform the site manager of the work to be carried out and how it could affect other trades working on the site. Where necessary notices will be posted advising of any hazards present during the works. Where contractor activities cross, the senior person must liaise with the other trades to ensure safe operation.

First Aid

It is the responsibility of the company to ensure adequate first aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum.

A trained first aider will be a suitable person who has attended a course of three days duration and he/she will re-train at least every three years on a course of not less than two days.

An Appointed Person is a person provided by the employer to take charge of the situation (e.g. to call an ambulance) if a serious injury/illness occurs in the absence of a first aider. The Appointed Person can render emergency first aid if trained to do so. First Aid kit will be kept in site van

All accidents & near-misses will be reported under RIDDOR

Health & Safety.

1. All sub-contractors will be pre-qualified and be monitored on site with daily and weekly audits.
2. Weekly site meetings will be held to review H&S Performance.
3. Staff and Sub-contractors will be using the welfare facilities in the site compound.
4. Masonbarn Ltd and Sub-contractors will follow the emergency arrangements supplied by the building operator.
5. No drugs or alcohol will be permitted on site.

Manual Handling

All staff and contractors have been instructed on the potential dangers of manual handling, and have received manual handling training. Equipment provided to reduce manual handling must be used where provided. Staff and contractors will not lift items of tools or equipment that are beyond their capabilities. Heavy or awkward items will be split into smaller units where possible or dual lifted where this is not possible. It is the responsibility of the site foreman/employer to identify and control manual handling activities as they occur on site on a day to day basis.

Personal Protective Equipment (PPE)

PPE will be provided as a last form of protection against a hazard. Staff will use the appropriate PPE for the task as identified in the risk assessment.

Preparation & Induction

A risk assessment will be carried out for all tasks which will be discussed with members of staff and the sub contractors, any queries or concerns will be raised with the Directors (S Fitzsimons or Andrew Briggs) who will ensure it is dealt with. Staff and sub contractors will be inducted onto site in order to understand the hazards present on site and the tasks that are to take place. Staff will also be advised of other site activities that could impact on their work and be made aware of any liaison that needs to take place between different trades. Staff will follow all site rules and safety procedures.

Staff and Training

The task will be carried out by Masonbarn Ltd, all staff are qualified, experienced, receive ongoing training, and hold suitable qualifications CSCS and CPCS. Apprentices are under constant supervision by experienced members of staff. Any sub contractors appointed by us have been assessed for their ability and suitability to carry out the tasks allocated to them.

Tools and Electrical Equipment.

All tools and equipment will be visually inspected on a regular basis, defective or damaged equipment will be removed from service. Electrical tools will be 110V or battery operated where possible. Sub contractors will not be allowed to bring on to site any damaged or defective tools, the site foreman is responsible for ensuring that all tools and equipment allowed on the site are fit for purpose. Any portable electrical equipment taken on to site must be PAT tested every 3 months when used on construction sites.

Welfare

The principle contractor is responsible for providing adequate washing, toilet, drying and refreshment facilities for staff and sub-contractors, staff and contractors are responsible for ensuring that such welfare facilities are maintained in a clean and wholesome manner. This will be your responsibility when you are the principle contractor, it may be necessary occasionally for your company to identify suitable local amenities.

Supervisor - Contact details

Supervisor : Sean Fitzsimons 07736700709

Method Statements

Campfield Market Drainage.

Drainage

1. Report to Amspec Site Manager.
2. Sign onto RAMS.
3. Be aware that no parking is allowed on this site.
4. Deliveries are not permitted before 7.30am
5. Barriers to be placed around all excavations
6. Put on PPE
7. Sign onto any excavation permit that may be used by the client.
8. Areas to be marked out by Amspec engineer.
9. Saw cut to done by FJM as per their RAMS.
10. Break out existing concrete floor and rebar reinforcement using 360 excavator (with diesel filter).
11. Excavate trench to required depth using an 360 excavator.
12. Cart away excess material use a dumper (with diesel filter) and transfer to skips.
13. Lay a bed of pea gravel
14. Install new drainage pipework as per client issued drawings
15. Fill around pipework with extra pea gravel by hand.
16. Back-fill and compact to underside of existing concrete slab.
17. Drill and dowel existing concrete slab and install mesh reinforcement (2 layers)
18. Install damp proof membrane.
19. Lay new concrete to existing levels.

Manholes

1. Barriers are to be placed around all manhole excavations
2. Break into existing manholes to connect new drainage pipework.
3. Also install new manholes at the drainage junctions as per Amspec drawing.

Columns

1. Break out recess for for base plates to the required depth as per drawing
2. Following the installation of the base plates (by others) high strength low shrink grout is to surround base plate recess.
3. Clean and tidy area on completion.

Sign Off Sheet

I have read and understood the contents of this Method Statement.

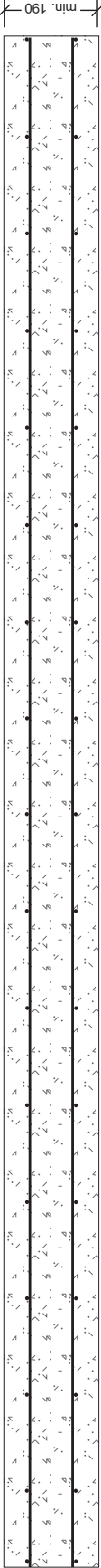
Anything I did not understand has been explained to me to my satisfaction.

I agree to follow the Method Statement and understand that any instructions are provided for my safety and the safety of others.

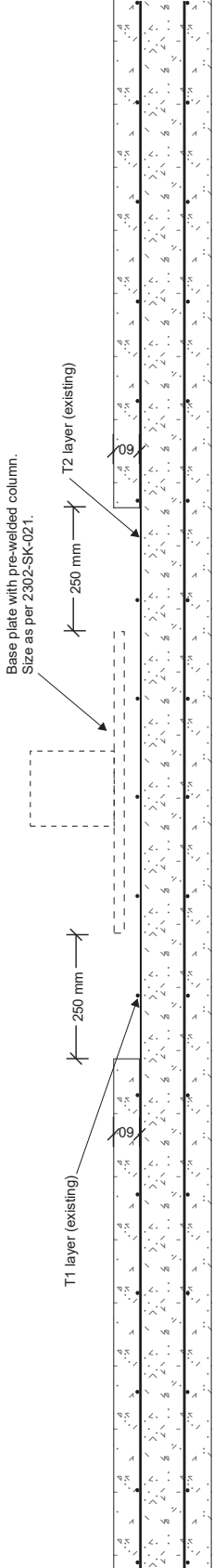
Print Name

Signed

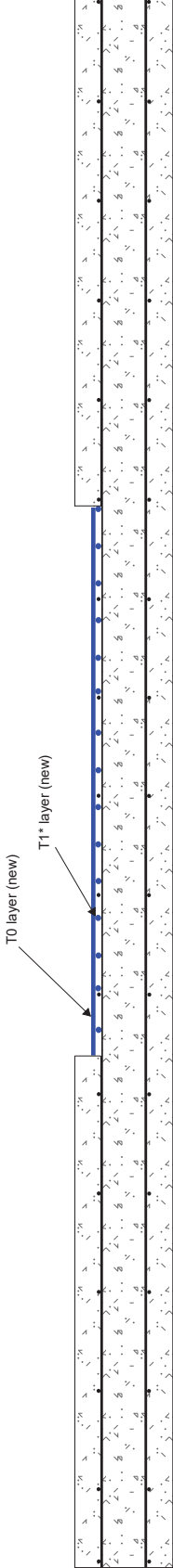
Date



Phase 1: Existing slab. min. 190mm thick, 6mm B-W @ 200mm C-C (top + bottom)

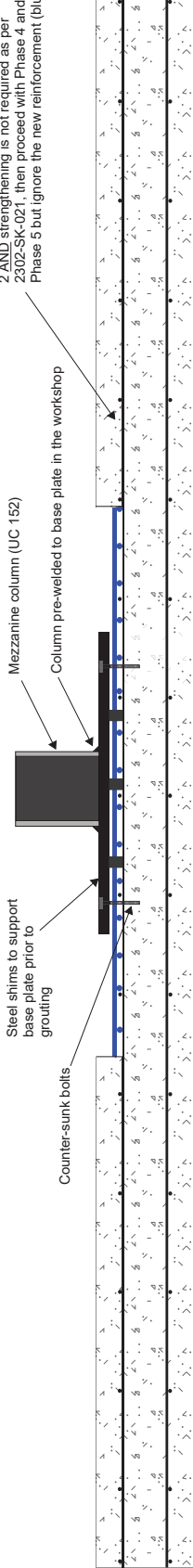


Phase 2: Remove 60mm of existing concrete. Cutting area to be base plate size + 250mm on all sides. Base plate size as per 2302-SK-021 [C02]. Check if existing reinforcement has been cut.

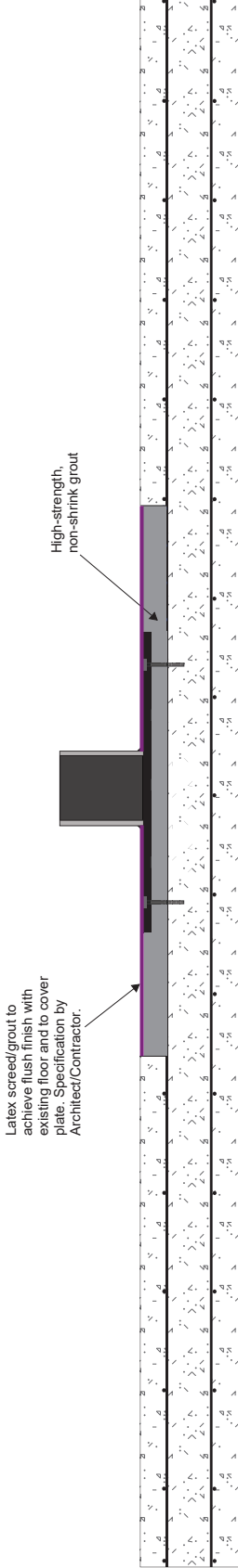


Phase 3: If existing reinforcement has been cut (Phase 2) or if column is designated as 'STRENGTHENING REQUIRED - YES' in 2302-SK-021 SHEET 2, then install additional reinforcement (blue). H12 @ 75mm C/C B-W. Where necessary, place reinforcement within gaps between existing reinforcement.

NOTE: If existing reinforcement is not cut in Phase 2 AND strengthening is not required as per 2302-SK-021, then proceed with Phase 4 and Phase 5 but ignore the new reinforcement (blue).



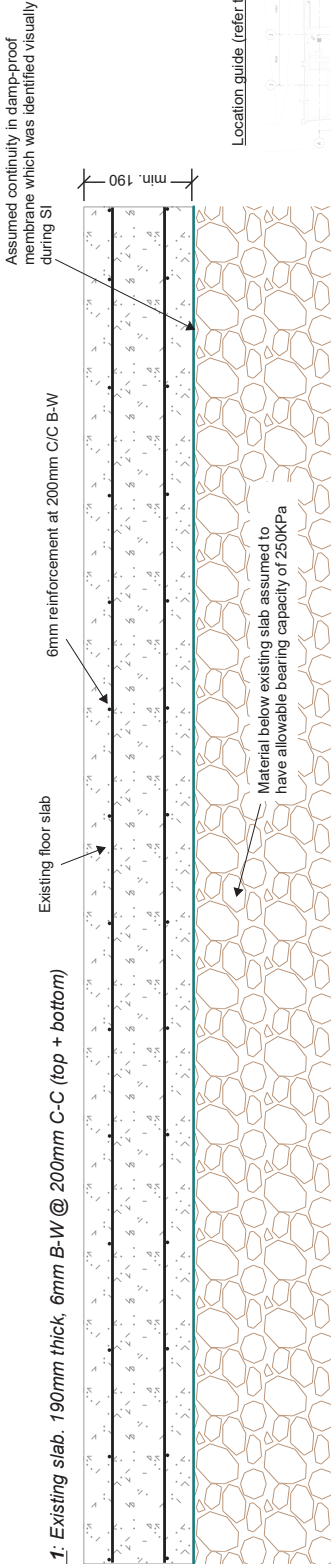
Phase 4: Column supplied with pre-welded base plate. Counter-sunk bolts mechanically fixed to existing concrete. Top of base plate level as per 2302-CIV-LO-00-D-S-50010.



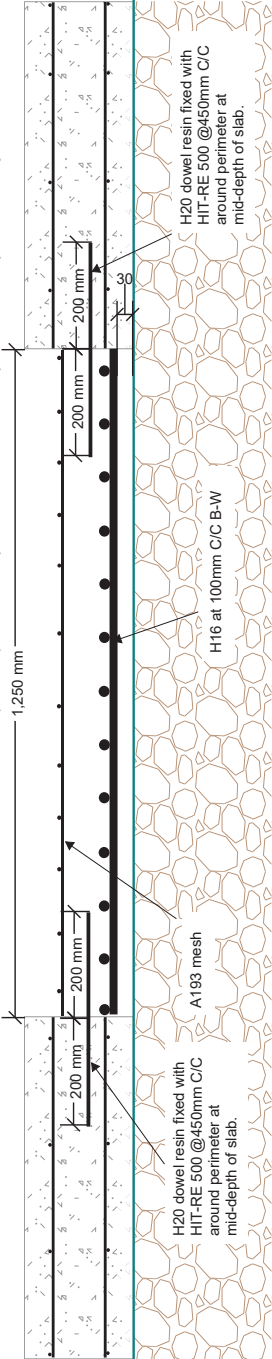
Phase 5: High-strength, non-shrink grout poured to support base plate and en-case reinforcement. Latex screed/grout poured to cover base plate and achieve flush finish with existing concrete.

18/06/24	C01	FOR INFORMATION	CW	RD
28/11/23	P01	FOR INFORMATION	CW	RD
DATE	REV	DESCRIPTION	DRAWN	CHKD
Civic Engineers MANCHESTER / LONDON / LEEDS / GLASGOW www.civicingineers.com				
PROJECT Campfield Market Main Works				
TITLE Base plate installation (general)				
DRAWING STATUS			STATUS CODE	
FOR INFORMATION				
CE PROJECT No.	SCALE @ A3	DATE CREATED	DRAWN	CHECKED
2302	-	28/11/23	CW	RD
DRAWING No.			REV	REV
2302-SK-25				C01

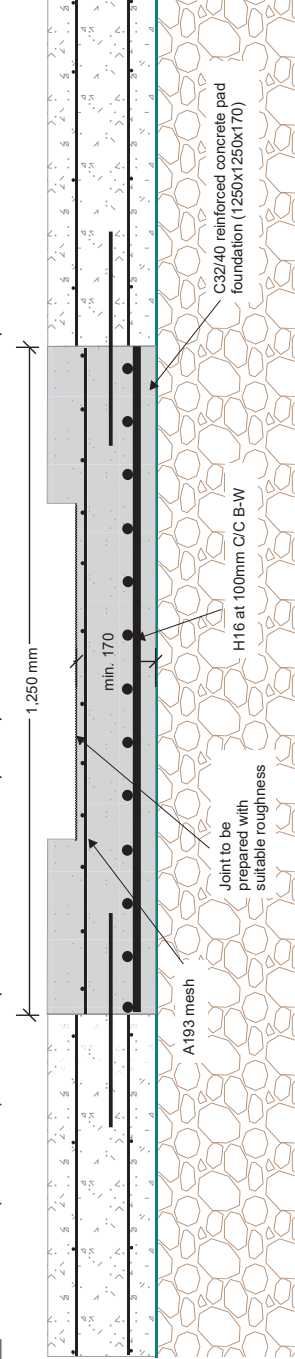
Phase 1: Existing slab. 190mm thick, 6mm B-W @ 200mm C-C (top + bottom)



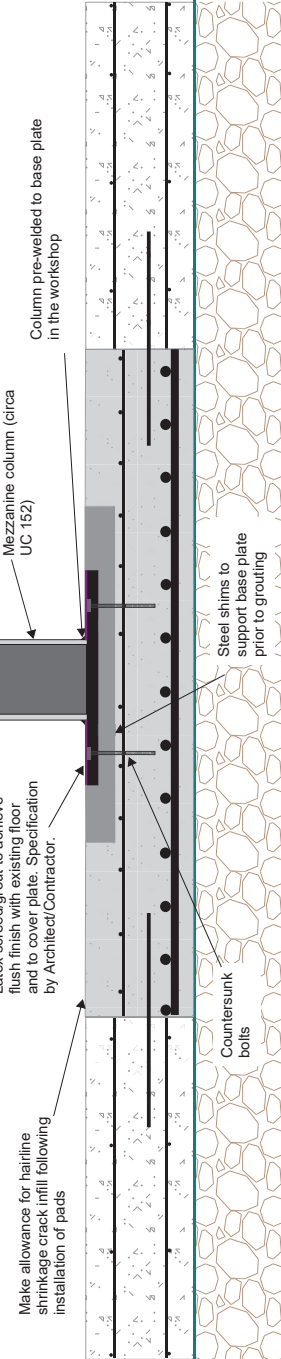
Phase 2: Cut through full slab thickness in 1250mm x 1250mm area. Avoid damage to damp-proof membrane. If damage occurs, consult relevant Specialist for remediation measures. Install new reinforcement as shown. Cover to reinforcement (bottom) 30mm. Top reinforcement to be placed directly below the joint.



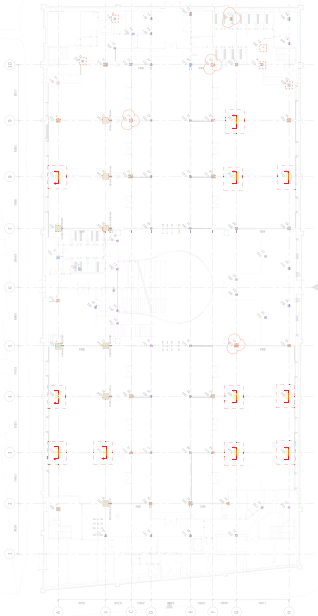
Phase 3: Cast concrete (min C32/40) for the new pad foundation. Minimum pad depth 170mm. Form recess for the column base plate.



Phase 4: Land column on shims within the recess formed in the first stage concrete. Grout beneath base plate using high strength non-shrink grout. All base plates on pad foundations to be 400x400.



Location guide (refer to 2302-SK-021 for a detailed breakdown):



Note: New pad foundation required at above highlighted locations only. Refer to 2302-SK-021.

18/06/24	C01	FOR INFORMATION	CW	RD
29/11/23	P01	FOR INFORMATION	CW	RD
DATE	REV	DESCRIPTION	DRAWN	CHKD



Civic Engineers

MANCHESTER / LONDON / LEEDS / GLASGOW
www.civicingineers.com

PROJECT
Campfield Market Main Works

TITLE Pad foundations (for highly loaded columns)		DRAWING STATUS		STATUS CODE	
FOR INFORMATION		FOR INFORMATION		FOR INFORMATION	
CE PROJECT No.	SCALE @ A3	DATE CREATED	DRAWN	CHECKED	
2302	-	29/11/23	CW	RD	
DRAWING No.		REV		C01	
2302-SK-30					