

**Blacklock
Freetrade Exchange
37 Peter St
Manchester
M2 5GB**

**Riser Partition Removal
Site Specific Construction Method
Statement – Heritage Building**

Method Statement

Contract Manager: Stuart Hack	Site Supervisor:	
Originator: Michael Gladin	Position: H&S Manager	Date: 09/12/23
Project Name: Blacklock Freetrade Exchange 37 Peter St Manchester M2 5GB		
Date of Works:		
This method statement is critical to the health and safety of the activity to which it relates. It is to be strictly adhered to. Any deviation must first be addressed by the Michael Gladin.		
Site Supervisor Contact Details: Name: Mobile: e-mail:		
Planned Task/Activity Description: Riser partitions		
Location and Access: (attach plan as appropriate)		
Working Environment & Restrictions: As per site rules and regulations		
Protection of Others: Barriers and operatives		
Emergency Procedures: Follow existing site emergency procedures and Meridian Design & Build Ltd CPP		
Operatives/Competence: SMSTS Site manager CSCS carpenters/joiners/operatives PASMA/IPAF valid certificate		
Personal Protective Equipment: Five point PPE – Hard Hat, Safety Footwear, Gloves, Goggles, High Visibility Vest		
Plant and Equipment: Hand tools, battery operated tools		
Materials Handling/Storage & Safety Information: All MSDS will be available within the site file. On site storage within the unit		

1. Meridian Design & Build Ltd will cordon off the riser area using chapter 8 barriers and the necessary statutory signage. The area will also be protected using plastic sheet hoarding.
2. Using hand tools (hammers, chisels, saws) experienced Meridian Design & Build carpenters will sympathetically start to remove the wall lining small sections at a time, bagging and removing the waste to the onsite waste storage area.
3. Meridian Design & Build Ltd Site Manager will closely monitor all aspects of the work and at times adjust the works ensuring not to impact the heritage nature of the building.
4. There will be no heavy duty or mechanical machinery used on this project at any time.
5. Any materials that can be recycled or reused will be.
6. Once the outer linings have been sympathetically removed the framework will carefully be taken apart, screws unscrewed, nails removed or cut with a grinder.
7. The framework will be removed piece by piece, NOT smashed apart, by competent qualified carpenters.
8. Any timbers/metal work fixed to the structure will be carefully cut out so as not to affect heritage value of the existing fabric/finish of the building.
9. The way in which they are removed depends on how they are fixed but extreme care, attention to detail and patience will be taken at each and every step of this process.
10. The metal and timber will be neatly stacked within the waste storage area and segregated for reuse or recycle.
11. The working area will be kept clean and clear of waste and debris at all times.

Final Clearance: (Work/Activity completed to Satisfaction)

Name: *Michael Gladin*

Position: H&S Manager

Date: 09/12/23

Risk Assessment Record

Activity Riser partitions	
Assessment Carried out by Michael Gladin	Date 09/12/23
Hazards Present	
<ul style="list-style-type: none">☐ Falls at height☐ Manual handling☐ Inhalation of dusts☐ Slips, trips and falls☐ Dermatitis☐ Use of hand tools	
Control Measures to be Implemented	
<ul style="list-style-type: none">☐ All staff trained in the use and importance of PPE such as hard hats, eye protection, respirators and gloves☐ All staff made aware of the hazards and risks associated with the works☐ Adequate supervision provided to ensure control measures remain valid for the duration of the work☐ Supervisors inspect and check scaffolds, ladders and other working platforms☐ Supervisors ensure PPE is available and used☐ All power/hand tools checked prior to use☐ Adequate ventilation provided☐ Mechanisms provided to assist with the handling of materials and to reduce the level of manual handling required☐ Clean drinking water and washing facilities made available	

Risk assessments and method statements are issued to all workers involved in the activity.

Project Title:		Blacklock, Freetrade Exchange, 37 Peter St, Manchester, M2 5GB				Can risk be avoided		No						
Task/Activity:		Use of Electric and Battery Drills				Project No.:		MDB/Blacklock						
						Date Prepared:		09/12/23						
HAZARDS						Likelihood		Severity			Risk Score			
Ref.	Key hazards associated with the above task/activity.					Probable	Occasional	Remote	Catastrophic	Critical	Serious	Marginal	Negligible	Likelihood x Severity
	Score:					3	2	1	5	4	3	2	1	
1	Electrocution							X	X					5
2	Noise						X				X			6
3	Unknown Services						X				X			6
4	Excessive Dust						X				X			6
5	Vibration						X				X			6
6	Entanglement With Moving parts							X				X		2
7														
8														
9														
10														
Risk Assessment Scores:		8+ Very High Risk			5-7 High Risk			1-4 Low Risk						

PERSONS AFFECTED					
Operatives	X	Members of Public		Site Visitors	
Other Workers	X	Managers		Young Persons	
Others					

PPE REQUIREMENTS					
Harness & Lanyard		Hi-Viz Vest or Jacket	X	Respiratory Protection	X
Hearing Protection	X	Eye Protection to EN 166	X	Head Protection to EN397	X
Gloves To BSEN388 TYPE 2121	X	Protective footwear to BS EN345	X		

ADDITIONAL CONTROL MEASURES	
Information/Instruction/Training	Managerial Controls
<ul style="list-style-type: none"> ➤ All drills to be operated by competent and authorised persons. ➤ All users to be trained in use of electric drills and associated hazards. 	<ul style="list-style-type: none"> ➤ All 110v drills to be PAT tested and certified safe to use.

Physical Controls	Procedural Controls
<ul style="list-style-type: none"> ➤ All electric drills will be 110v ➤ Check location of area to be drilled and locate any services that may be present in the structure to be drilled. Use a CAT scan if required. ➤ Where excess dust is generated use respiratory protection and dust extraction. ➤ Work areas to be continuously monitored for build up of dust. Damping down, Ventilation or extraction to be used where required. ➤ Eye Protection to be used when required. ➤ Ear Defenders to be used when required. ➤ The continuous use of a drill should not exceed 5 minutes with a 5 minute rest period to avoid damage caused by vibration. ➤ Avoid Loose Clothing and jewellery, and ensure long hair is tied back 	<ul style="list-style-type: none"> ➤ A pre-use inspection of the drill will be carried out by the operator. Any drill found to be defective will be removed from service and clearly marked 'Do not use'

HSE & Other Guidance	Comments
<ul style="list-style-type: none"> ➤ HSG 150 Health and Safety in Construction ➤ Control of noise at work regulations 2005 	<ul style="list-style-type: none"> ➤ DOCUMENT DUE FOR REVIEW SEPT 2024

RISK LEVEL WITH CONTROL MEASURES IN PLACE		Likelihood			Severity					Risk Score
Ref.	Key hazards associated with the above task/activity.	Probable	Occasional	Remote	Catastrophic	Critical	Serious	Marginal	Negligible	Likelihood x Severity
	Score:	3	2	1	5	4	3	2	1	
1	Electrocution			X			X			3
2	Noise			X					X	1
3	Unknown Services			X					X	1
4	Excessive Dust			X					X	1
5	Vibration			X					X	1
6	Entanglement With Moving parts			X					X	1
7										
8										
Risk Assessment Scores:		8+ Very High Risk			5-7 High Risk			1-4 Low Risk		

ASSESSORS SIGNATURE

PRINT NAME

Michael Gladin

Project Title:	Blacklock, Freetrade Exchange, 37 Peter St, Manchester, M2 5GB	Can risk be avoided	No							
Task/Activity:	Use Of Hand Tools	Project No.:	MDB/Blacklock							
		Date Prepared:	09/12/23							
HAZARDS		Likelihood		Severity				Risk Score		
Ref.	Key hazards associated with the above task/activity. Score:	Probable 3	Occasional 2	Remote 1	Catastrophic 5	Critical 4	Serious 3	Marginal 2	Negligible 1	Likelihood x Severity
1	Manual Handling (tool-box)		X					X		4
2	Cuts and Abrasions		X				X			6
3										
4										
5										
6										
7										
8										
9										
10										
Risk Assessment Scores:		8+ Very High Risk		5-7 High Risk		1-4 Low Risk				

PERSONS AFFECTED					
Operatives	X	Members of Public		Site Visitors	
Other Workers	X	Managers		Young Persons	
Others					

PPE REQUIREMENTS					
Harness & Lanyard		Hi-Viz Vest or Jacket	X	Respiratory Protection	
Hearing Protection		Eye Protection to EN166	X	Head Protection to EN397	X
Gloves To BSEN388 TYPE 2121	X	Protective footwear to BS EN345	X		

ADDITIONAL CONTROL MEASURES	
Information/Instruction/Training	Managerial Controls
➤ All operatives to be trained and competent in use of hand tools	➤ All operatives to be notified in advance of the task required and the hand tools required to carry out the work safely

Physical Controls	Procedural Controls
<ul style="list-style-type: none"> ➤ Operatives to use the correct tool for the correct task. ➤ Hand tools will be stored in an employee's toolbox or a designated storage area where they can be returned to after use. ➤ Tool-boxes to be wheeled long distances. ➤ Protective gloves to be worn ➤ Stop work immediately if any cuts or abrasions occur and cover wound. 	<ul style="list-style-type: none"> ➤ Operatives to carry out a pre-use check of tools to ensure that they are in good working condition. Defective tools will be removed from use.

HSE & Other Guidance	Comments
<ul style="list-style-type: none"> ➤ HSG 150 Health and Safety in Construction 	<ul style="list-style-type: none"> ➤ DOCUMENT DUE FOR REVIEW SEPT 2024

RISK LEVEL WITH CONTROL MEASURES IN PLACE		Likelihood			Severity					Risk Score
Ref.	Key hazards associated with the above task/activity. Score:	Probable 3	Occasional 2	Remote 1	Catastrophic 5	Critical 4	Serious 3	Marginal 2	Negligible 1	Likelihood x Severity
1	Manual Handling (tool-box)			X				X		2
2	Cuts and Abrasions			X				X		2
3										
4										
5										
6										
7										
8										
9										
10										
Risk Assessment Scores:		8+ Very High Risk			5-7 High Risk			1-4 Low Risk		

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PRINT NAME

Michael Gladin

Project Title:	Blacklock, Freetrade Exchange, 37 Peter St, Manchester, M2 5GB	Can risk be avoided	No							
Task/Activity:	Waste	Project No.:	MDB/Blacklock							
		Date Prepared:	09/12/23							
HAZARDS		Likelihood		Severity				Risk Score		
Ref.	Key hazards associated with the above task/activity. Score:	Probable 3	Occasional 2	Remote 1	Catastrophic 5	Critical 4	Serious 3	Marginal 2	Negligible 1	Likelihood x Severity
1	Attraction of Vermin		X				X			6
2	Fires		X					X		4
3	Slips. Trips and Falls		X				X			6
4	Environmental pollution		X					X		4
5										
6										
7										
8										
9										
10										
Risk Assessment Scores:		8+ Very High Risk		5-7 High Risk		1-4 Low Risk				

PERSONS AFFECTED					
Operatives	X	Members of Public		Site Visitors	X
Other Workers	X	Managers	X	Young Persons	
Others					

PPE REQUIREMENTS					
Harness & Lanyard		Hi-Viz Vest or Jacket	X	Respiratory Protection	
Hearing Protection		Eye Protection to EN166	X	Head Protection to EN397	X
Gloves To BSEN388 TYPE 2121	X	Protective footwear to BS EN345	X		

ADDITIONAL CONTROL MEASURES	
Information/Instruction/Training	Managerial Controls
<ul style="list-style-type: none"> Operatives trained and instructed in waste disposal techniques and safe methods of work 	<ul style="list-style-type: none"> Skips to be provided for waste Waste Carrier license to be carried A licensed waste contractor will employed to remove skips at regular intervals

Physical Controls	Procedural Controls
<ul style="list-style-type: none"> ➤ Combustible waste must not be positioned near any source of ignition or electricity ➤ All unwanted or damaged wooden pallets/boxes must be broken up and put in the skip provided ➤ Old batteries, gas bottles, flammable liquid containers must be returned to the supplier or appropriate disposal agency ➤ Pest control measures must be taken where waste products attract vermin, which includes birds – i.e. use skips with lockable lids ➤ Waste paper to be shredded and recycled ➤ Waste metals to be recycled. ➤ All cardboard to be compacted and palletised for collection by waste contractor 	<ul style="list-style-type: none"> ➤ Site Managers must take responsibility for the housekeeping of their own area

HSE & Other Guidance	Comments
➤	➤ DOCUMENT DUE FOR REVIEW SEPT 2024

RISK LEVEL WITH CONTROL MEASURES IN PLACE		Likelihood			Severity					Risk Score
Ref.	Key hazards associated with the above task/activity. Score:	Probable 3	Occasional 2	Remote 1	Catastrophic 5	Critical 4	Serious 3	Marginal 2	Negligible 1	Likelihood x Severity
1	Attraction of Vermin			X				X		2
2	Fire			X					X	1
3	Slips. Trips and Falls			X				X		2
4	Environmental pollution			X				X		2
5										
6										
7										
8										
9										
10										
Risk Assessment Scores:		8+ Very High Risk			5-7 High Risk			1-4 Low Risk		

ASSESSORS SIGNATURE

PRINT NAME

Michael Gladin

Project Title:	Blacklock, Freetrade Exchange, 37 Peter St, Manchester, M2 5GB	Can risk be avoided	No							
Task/Activity:	Manual Handling	Project No.:	MDB/Blacklock							
		Date Prepared:	09/12/23							
HAZARDS		Likelihood		Severity				Risk Score		
Ref.	Key hazards associated with the above task/activity.	Probable	Occasional	Remote	Catastrophic	Critical	Serious	Marginal	Negligible	Likelihood x Severity
	Score:	3	2	1	5	4	3	2	1	
1	Injury to back, shoulders, hands, arms, neck and feet		X				X			6
2	Cuts and Abrasions		X				X			6
3										
4										
5										
6										
7										
8										
9										
10										
Risk Assessment Scores:		8+ Very High Risk		5-7 High Risk		1-4 Low Risk				

PERSONS AFFECTED					
Operatives	X	Members of Public		Site Visitors	
Other Workers		Managers	X	Young Persons	
Others					

PPE REQUIREMENTS					
Harness & Lanyard		Hi-Viz Vest or Jacket	X	Respiratory Protection	
Hearing Protection		Eye Protection to EN166	X	Head Protection to EN397	X
Gloves To BSEN388 TYPE 2121	X	Protective footwear to BS EN345	X		

ADDITIONAL CONTROL MEASURES	
Information/Instruction/Training	Managerial Controls
➤ Employees to be given manual handling instruction and training	➤ Assess record and review manual handling procedures periodically

Physical Controls	Procedural Controls
<ul style="list-style-type: none"> ➤ Where possible eliminate or reduce manual handling by using lifting devices i.e. fork lift ➤ Employees should make sure the load is manageable. ➤ Seek assistance from others in lifting where possible ➤ Protect against sharp edges and to have a firm grip using gloves ➤ Ensure the ground is level and suitable for grip when moving objects 	<ul style="list-style-type: none"> ➤ Assess the object to be handled. ➤ Assess whether assistance is required in handling. ➤ Assess if weather conditions may affect handling

HSE & Other Guidance	Comments
➤ HSE Getting to grips with Manual Handling	➤ DOCUMENT DUE FOR REVIEW SEPT 2024

RISK LEVEL WITH CONTROL MEASURES IN PLACE		Likelihood			Severity					Risk Score
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	Score:	3	2	1	5	4	3	2	1	
1	Injury to back, shoulders, hands, arm neck and feet			X				X		2
2	Cuts and Abrasions			X				X		2
3										
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5										
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7										
8										
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10										
Risk Assessment Scores:		8+ Very High Risk			5-7 High Risk			1-4 Low Risk		

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