

DIXONS ACADEMY

CONTRACT N^o 23/071

FOR:

MORGAN SINDALL

METHOD STATEMENT

INSTALLATION OF:-

PROFILED MESH SYSTEM

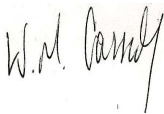
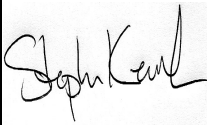
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Issue	Date	Status	Written By	Revised By	Authorised
1	25/04/23	Final	W. Cassidy	S. Keast	S. Rowan
					

INDEX

Section 1.	General Procedures
Section 2.	Welfare Arrangements
Section 3.	Medical Arrangements
Section 4.	Responsible Personnel
Section 5.	Access
Section 6.	Sequence of Events
Section 7.	Installation
Section 8.	Hazard Identification
Section 9.	Working in Confined Spaces
Section 10.	P.P.E. and Clothing
Section 11.	Hazardous Materials
Section 12.	Plant, Vehicles, Equipment and Tools
Section 13.	Disposal of Waste/Special Waste
Section 14.	Rigging Studies/Berthing Studies
Section 15.	Young Persons
Section 16.	Manual Handling
Section 17.	Sub-Contracted Elements
Section 18.	Environmental
Section 19.	Legislation
Section 20.	Briefing Register

GENERAL PROCEDURES

- All Operatives are to attend site induction on first day on contract, during which Operatives are to provide Morgan Sindall with their company mobile phone number and they will then be given site office and / or mobile contact number. All operatives are to provide copies of their C.S.C.S. Cards. Any other certificates of competence that are required will be provided by W. Cassidy.
- R&H working hours are Monday – Friday 08.00 – 16.30 hours.
- R&H Site services are 100% compliant with CSCS. All operatives are to carry copies of their CSCS Cards. Originals are kept in the company office. Any other certificates required will be produced by company office on request.
- All holes are to be dug by hand Within a 500mm radius of any service.
- Any post holes that are installed within the Root Protection Area of the retained trees, the holes must be kept as small as possible, any roots found must be cut with a clean sharp saw.
- Permit to dig will be issued (By Morgan Sindall). Permit is to be checked (and signed by all operatives involved in the activity, Permit to be kept with the dig team)
- Type 1 (PAS 128 Type A Verification survey) survey has been completed, a copy will be given to R&H operatives. This is to be read before any excavations start.
- Fence line is to be Cat Scanned (CAT and Genny to be used) prior to starting excavation, if any services are found work must stop immediately and Morgan Sindall site management informed.
- If at any point the works can't be completed as described in this method statement then all works must immediately stop and Morgan Sindall and R&H Services are to be informed. Under no circumstances must works continue until amendments have been agreed and all persons re-briefed on the new method
- R&H Services representative to attend the daily supervisors coordination meeting each morning
- A Point Of Work Risk Assessment must be completed daily by the supervisor and all people involved in the works briefed on its contents
- Details of any toolbox talks will be provided by S. Rowan prior to commencing work.
- If required, Morgan Sindall to provide Permit to Work, and/or Permit to dig.
- Working area to be CAT scanned prior to request for a permit. CAT 4+ data logger will be used for all excavations, any services encountered will be investigated by CAT & Genny, all scanning will be completed by trained operatives. At least one operative working on this contract will have completed a CAT & Generator training course. All CAT scans & Generators will have up to date calibration.
- Concrete will be hand mixed using aggregate and Cement.
- All Operatives are to check the fenceline for any Hypodermic syringes and needles prior to installation of fencing on a daily basis. Morgan Sindall to organise removal of any syringes found.
- Prior to work commencing, R&H Site Services Ltd will obtain from the client all necessary information, including setting out, which is deemed necessary to fulfil the contract.

- Check and identify routes to the working area. Any potential hazards should immediately be reported to site management.
- Materials will be delivered to suit the progress of works. Any waste materials are to be returned to R&H yard for recycling/disposal. All excavated materials are to be left on site for disposal by others, or as agreed with S. Rowan.
- All of our operatives are fit for duty to work in accordance with this set of RAMS. We are currently not aware of any of our operatives with a medical condition which may require special attention, however, in the event that anyone working on site is found to have medical condition their needs will be dealt with accordingly.
- Under the Management of Health & Safety at Work regulations 1999 risk assessments to be undertaken, recorded, monitored, and reviewed.
- Delivery Drivers and site operatives are not to unload materials while standing on the back of the vehicle. Vehicle will be unloaded from ground level.

MEDICAL ARRANGEMENTS

- All vehicle first aid boxes are to be checked prior to commencing of contract, any items needing to be replaced can be obtained from W. Cassidy at Company Office. Medical Arrangements will be through Morgan Sindall's First Aid staff.

RESPONSIBLE PERSONNEL

- Site Manager for this contract will be, company Contracts Manager S. Rowan who will make regular site visits. Site Supervisor (T.B.C.) who will be responsible for the installation of the fencing. Supervisor will hold SSSTS certification.

ACCESS

- All operatives are to keep to designated routes. When vehicles are delivering materials they must be kept within the stated traffic management system. An R&H operative must remain with vehicle when it is reversing.

SEQUENCE OF EVENTS FOR MESH SYSTEM

1. Post hole will be dug by hand, fence line to have been C.A.T. scanned and marked prior to work commencing.
2. Post to be positioned in hole and a spacer bar used to give correct distance. Post will then be set at correct height and level.
3. Once the post is inserted into the hole then concrete to be applied around the post and left to set.
4. Concrete to be compacted around post by using a pummel. All operatives to avoid compacting with feet to reduce the risk of burns due to concrete covering safety footwear.
5. After concrete is set, mesh panel will be attached to posts using approved fittings.

6. Where gates are installed, posts will be concreted in at correct line and distance. When concrete has set gates will be hung using approved hinges.

INSTALLATION

- All holes to be excavated by hand. All waste from the excavations will be placed beside the hole ready for removal by others, or as agreed with S. Rowan.
- Should mechanical equipment be used, this is to be certificated and checks made as to its safety prior to use. All records and certificates kept on site and placed in safety management file upon completion.
- When loading/unloading materials sufficient labour will be used to handle materials, if this not appropriate mechanical means will be used.
- Manual handling assessments to be undertaken to assess any problems before work commences.
- All operatives, when working with concrete, to wear appropriate PPE to avoid burns to skin.
- Should portable angle grinders be used, only trained and registered operatives to use these appliances and their names entered into the work register.

HAZARD IDENTIFICATION

- Please see Risk Assessments

WORKING IN CONFINED SPACES

- Not required on this contract

P.P.E AND CLOTHING

- P.P.E. for this contract will be:
 1. Safety Helmet to EN397 – 1995 (Industrial Safety Helmet)
 2. Hi Visibility Jacket and Vest to CE EN471
 3. Safety Boots to EN20345: 2011 S3 SRC
 4. Safety Glasses to EN166 – 2001 (Eye Protection)
 5. Gloves to BSEN388 – 1994 (4 1 3 1)
BSEN420 – 1994
 6. Waterproofs to EN343 – 2003 (Water Penetration)
 7. Ear Protection to EN352-1 (SNR) 27dB
 8. FFP3 Dust Mask as per Face fit testing.

All PPE is to be inspected prior to commencing contract and will be kept in vehicles when not needed. Any replacements or additions will be issued by W. Cassidy at Company Office.

HAZARDOUS MATERIALS

- Fencing materials used on site are to be galvanised and powdercoated there are no relevant fire or COSHH implications with these materials. COSHH sheets for Petrol, Dust & Cement will be sent with Risk Assessments.

PLANT, VEHICLES, EQUIPMENT AND TOOLS

- No Major items of plant are required on this contract. Kango will be used if the dig dictates. If cutting of Steel is required a Grinder will be used. Any additional tools or repairs to any electrical equipment, Generators, Drills, Kangos, and Grinders etc are to be reported to S. Rowan or W. Cassidy. All plant will have been PAT Tested within the last 3 months.

DISPOSAL OF WASTE AND SPECIAL WASTE

- Any Waste materials (off cuts of mesh, steel etc) to be returned to company yard for recycling. We do not expect any Special Waste to be produced on this contract. All plastic wrapping will be placed in on site skip.

RIGGING STUDIES / BERTHING STUDIES

- Not applicable to R&H Site Services.

YOUNG PERSONS

- No Person below the age of 18 is employed on site by R&H Site Services.

MANUAL HANDLING

- See Risk Assessment for Manual Handling.

SUB-CONTRACTED ELEMENTS

- No Element of this contract will be Sub-Contracted.

ENVIRONMENTAL

- No Environmental risks are expected, work is not near any watercourse.

LEGISLATION

- All works to be undertaken with consideration to current health and safety legislation.

R&H SITE SERVICES LTD

Briefing Register

The following have read and understood and will comply with the Method Statement for

Dixons Academy

Name	Signature	Date