

COMPANY NAME: Evershine Design & Build Limited

DOCUMENT NAME: Construction Method Statement

DATE: 25/01/2024

SITE LOCATION: 45-47 Bridge Avenue, Hanwell, W7 3DJ

AUTHOR: Evershine Design & Build Limited

Construction Method Statement

TO BE UNDERTAKEN by Evershine Design & Build Limited

Method Statement Details

Method Statement - Date 25/01/2024

Method statement Author – Evershine Design & Build Limited

Start Date TBC

Expected job duration 30 weeks

Project Description – construction of a two storey detached dwelling and provision of associated amenity space, and car parking.

Site Address 45-47 Bridge Avenue, Hanwell, W7 3DJ

General Precautions

To be observed by all staff at all times, any deviation from these control procedures must be authorised by the site foreman 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 an HSE approved course of at least three days duration. 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. All staff when inducted will be made aware of the location of the First Aid kit.

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.

Material Handling

All materials required for site will be unloaded to a designated unloading and storage area which will be away from the work area as far as is practicable. This area will be kept tidy to minimise trip hazards. Materials as and when required will be collected from the storage area and transferred to the work area. All staff will take care when handling materials and will use mechanical aids wherever possible. When stacking materials particular care must be taken to ensure that the stack is secure and that the product does not get damaged.

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. All site workers will wear Safety boots, Hi Visibility Vests, Hard Hats and protective clothing at all times, other items of PPE such as eye protection, hearing protection and gloves are available to be worn as and when necessary and as determined by 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 contract manager 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 staff from the main contractor's staff, all staff are qualified, experienced, receive ongoing training, and hold suitable qualifications. 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, 6 monthly for heavy use activities and annually for other activities. A risk assessment will determine if inspection periods need to be varied.

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.

Contractor and Visitor Safety

The Constructor will liaise with other contractors' staff on a day to day basis and ensure they are aware of the risks present during the works. Staff and contractors will not leave any area of work in a dangerous condition or with risks to themselves, other contractors, tenants, or visitors, all tools and equipment will be cleared to secure storage at the completion of each shift. Heavy plant, scaffold, ladders and any other access to height will be made inaccessible.

Emergency Information

Nearest Accident and Emergency: Ealing Hospital
Address: Uxbridge Road, Southall, Middlesex, UB1 3HW
Phone: 020 8967 5653

Ladders

Ladders will only be used as an access to scaffold or for carrying out light work of short duration. Ladders must be tied and or footed. Ladders must only be set at a ratio of 1 metre out at the base for every 4 metres in height. All staff and sub-contractors are required to read and understand the HSE guidance document *LA455* - Safe use of Ladders & Stepladders. Ladders will be removed or boarded off at the end of each shift to prevent unauthorised access, damaged or unsuitable ladders will be removed from site immediately. Ladders must be stored in such a way that they cannot be damaged by other objects or by the elements. Class 3 ladders or step ladders must not be used on site.

Machine Tools

Machine tools will only be operated by competent persons. Apprentices will be allowed to operate machinery if under the direct supervision of a competent person. Machine tools will be isolated when not in use and they be left unattended. All machine tools will be PAT tested on at least an annual basis and visually inspected on a daily basis by the competent person. Construction sites require that PAT tests are carried out every 3 months. Any tools found to be damaged will be removed from site immediately until a repair or replacement can be affected.

MEWPS (Cherry pickers, scissor lift, etc.)

MEWPS (Mobile Elevating Work Platforms) to include cherry pickers, Scissor lifts etc. Make sure that the MEWP selected is right for the job, e.g. make sure it can reach the area to be worked on without people having to stretch or reach beyond the platform barrier. MEWPS will be supplied by a competent company, the site foreman will ensure that only competent, trained staff are allowed to use the MEWP. The area in which it is to be used must be free from overhead obstructions such as cables, power lines, girders, trees etc. and the ground must be capable of taking the load. The ground must also be level. Where other activities are taking place in the area barriers will be placed to prevent contact with the MEWP.

Scaffold

Scaffold, where required, will be provided and erected by an approved contractor; the site foreman will ensure a handover certificate is received from the contractor prior to allowing access to the scaffold. During the works access to the scaffold will be via ladder which will be tied off at the top, ladders will be removed or boarded off at the end of each shift to prevent unauthorised access. Inspections shall be carried out before the scaffold is put into use for the first time and also after any event that has affected stability or at a period not exceeding 7 days. Reports of inspections shall be given to the responsible person who will keep reports on site for the duration of the contract and for 3 months after the end of the contract. No one shall be allowed access to the scaffold if the inspection finds any faults.

Site Access and Egress

The principle contractor is responsible for providing safe access and egress to the site, the main contractor's staff will ensure safe access and egress is maintained for themselves and other contractors in the area they are working in, good standards of housekeeping will be maintained. The main contractor's staff will be responsible for safe access and egress when you are the principle contractor. Access routes will be sign posted and barriers will be put in place where necessary. Vehicle Safety All company vehicles are subject to a planned maintenance and inspection program. Staff responsible for vehicles will carry out daily and weekly checks to ensure continued roadworthiness. All drivers will hold the appropriate licence for the vehicle they are driving and they will comply with road traffic regulations and the Highway Code. All loads will be securely fastened to the vehicle by competent persons prior to travel. Drivers will take regular breaks on long journeys. Audible warnings for reversing will be used where fitted and banksmen will be used when reversing. There is 1 parking space available on site and free unrestricted on road parking. Loading and unloading will occur via the dropped curb and any plant used will be stored on site.

Recycling & Disposal of Waste from Construction Site

Using an approved and accredited waste management company that provides skips and grabs

Working Hours

- Monday-Friday: 08:00am to 17:00pm
- Saturday: 09:00am to 13:00pm
- Sunday/Bank Holiday: Closed