



METHOD STATEMENT

Demolition & Associated Works at:
Land off Old Gloucester Road, Hambrook, Bristol,
BS16 1RR.



for
Bromford
Project No: T6136
Method Statement No: 01

Prepared by: Thomas Doyle		Date: 18.03.2024		
Copy No: 1 PROJECT FILE		Copy No: 3 CLIENT		X
Copy No: 2 SITE		Copy No: 4 PRINCIPAL CONTRACTOR		
ISSUE STATUS	Issue One	Issue Two	Issue Three	Issue Four
	18.03.2024			

ALL PERSONNEL MUST RECEIVE INDUCTION RELATING TO THIS DOCUMENT BEFORE STARTING WORK

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1.0 Parties to the Project

<p>Client: Bromford Shannon Way Ashchurch Tewkesbury Gloucestershire GL20 8ND</p> <p>Email: simon.ward@bromford.co.uk</p>	<p>Principal / Demolition Contractor: City Demolition Contractors (Birmingham) Ltd City House 56 Redhill Road Tyseley Birmingham B25 8EX</p> <p>Tel No: 0121 333 7999 Email: info@citydemolition.co.uk</p>
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SITE MANAGEMENT

Visiting Demolition Director	Mark Doyle	07788 442 230
Commercial Director	Richard Jonas	07979 083 061
Contract Coordinator	Dan Highfield	0121 333 7999
Health & Safety Manager	David Cant	07814 203 977
Site Manager	(TBC, Minimum CCDO Gold Card)	

Temporary Works Co-ordinator	David Cant	07814 203 977
Temporary Works Supervisor	(TBC, Minimum CCDO Gold Card)	

Health, Safety, Environmental & Quality Consultants		
Veritas Consulting	David Cant	07814 203 977

2.0 Description of Works

2.1 Brief Description

The works on site involve demolition of a steel frame storage unit located on land just off the Old Gloucester Road. Slab to footprint of building will be taken up, and all items will be taken off site.

2.2 Location

The site is located off the Old Gloucester Road. It is situated within Hambrook, Bristol.

2.3 Access and egress

Refer to Traffic Management Plan



All deliveries and collections will be under banksman/Traffic Marshall control at all times.

At all times during the demolition works, access and egress to the site shall be controlled by use of gates which will be kept locked at all times outside of deliveries.

Wheel Cleaning

City Demolition shall ensure that all vehicles leaving the Site are fit to do so and shall maintain the public highways in a clean condition. Hardstandings will be maintained for as long as possible in order to prevent mud being deposited onto highways, but if required, wheels will be jet washed. Existing surface drainage will be protected from run-off by installing a temporary sediment traps/drain mats.

2.4 Working Restrictions

It is anticipated that the works will be undertaken during the normal working week. If any variation to these working hours are required, they must be agreed with the Project Manager.

Normal working hours for the Works will be limited to: -

Monday to Friday between 0800 and 1800

Saturday between 0800 and 1400

No work shall be executed outside of these times or on Sundays or Public Holidays.

Notwithstanding the above, the use of hydraulic / pneumatic breakers on site will be restricted to between the hours of 0900 and 1700 on Monday to Friday throughout.

2.5 Existing Land Use

Building is a former storage unit located on land just off Old Gloucester Road.

2.6 Existing Services

All known existing services to the buildings/structures will be decommissioned by the client prior to demolition and certification issued. These works will be checked by City Demolition.

Due to the existing nature of the site, City Demolition will remain vigilant for the possibility of unforeseen services during the demolition works and will carry out its own investigations (eg CAT Scan) to verify and check the status of any services prior to demolition.

2.7 Existing Vehicular / Pedestrian Traffic in Vicinity

Deliveries to/from site will be timed as far as possible to be outside peak traffic times and banksmen will be in attendance for all HGV movements in and out of each working area.

2.8 Dust Control

City Demolition will take all practicable steps to reduce dust emissions as far as practicable to ensure that the health of personnel is protected and no statutory nuisance is caused by our operations.

The following measures are required to minimise the production of dust on site: -

- (i) Drop heights will be minimised to avoid dust spillage, with any spillages cleaned immediately.
- (ii) Works to be sequenced to minimise number of times that material is handled.
- (iii) Stockpiles will be clearly delineated to deter vehicles from over running them.
- (iv) Stockpiles will be kept to a minimal height and battered down to reduce surface area.
- (v) Mobile dust suppression with an adequate supply of water shall be available to damp down demolition areas, stockpiles, haul roads and any other dust source.
- (vi) High-pressure water hoses will be used to wash the underside and wheels of vehicles leaving the site. A hard surface is to be provided between the washing facility and the site exit.

- (vii) Where water is used to suppress dust on or around the site, suitable measures shall be put in place to prevent the resultant slurry or dirty water migrating off site and causing nuisance or contamination of adjoining properties, watercourses or drains. This will be achieved by installation of sediment traps to any gulleys or other drainage openings.
- (viii) Vehicle exhausts must be directed above the horizontal.
- (ix) All loads leaving site will be covered; either as sealed skips or sheeted over if open top wagons or skips.
- (x) Steps will be taken to ensure that debris is not blown outside of the site by ensuring that materials are loaded into skips as soon as practicable and removed from site; placing netting / sheeting on boundary fences to catch any stray debris plus regular housekeeping to keep site clear.

Control of dust during the works shall be carried out in accordance with best practice at all times. DoE publication “The Environmental Effect of Dust from Surface Mineral Workings” provides guidance.

Sequence of the Works

Pre Commencement / Lead in works -

Award of Contract / Pre Start Meeting
Service Disconnections / checks
Background noise, dust & vibration monitoring

Administrative Works

Submit Section 80 Notice

Key works –

Structural appraisal / stability assessment
Temporary works check (if required)
Photographic condition survey

Site setup -

Erection of Compound Fencing
Erection of Temporary exclusion zone fencing (as required)
Soft / Hard strip and M&E Removal
Installation of dust suppression equipment

Demolition works -

Mechanical demolition of buildings
Mechanical break up of ground floor slab/foundations
Mechanical break up of hardstanding/tarmac areas.

Other works –

Processing of materials

Finishing Works

Grading & making good
Demobilisation of Plant & Equipment

Handover Works

Preparation of Health & Safety File
Handover / Practical Completion Site Handover Meetings / Final Valuation



3.0 Resources required

3.1 Personnel

Project Management Managing Director Demolition Engineer / Project Manager Quantity Surveyor	Plant Operator/s 360° Demolition Excavator (CPCS)
Site Management Demolition Site Supervisor Top Man	Site Operatives Skilled General Labour (CCDO)

Contracts Director - Operations Manager, Site operations, Site Visits as required, approval of changes to Method Statement.

H&S Manager - H&S Management, Site Audits, Method Statement and Risk Assessment preparation

Site Manager - Full time on-site Manager, responsible for H&S, Site Inductions, control of site operations and Operatives, Method Statement: on site co-ordination and amendments, if necessary.

Contracts Co-ordinator - Office-based project co-ordination.

Veritas - H&S support, external audits

Safety Arrangements

Visiting demolition contracts director will be **Mark Doyle**. Full time demolition site manager will be **TBC (Minimum CCDO Gold Card)** who will also have responsibility for all on site operations.

The site manager will have overall responsibility for safety issues specific to the project. It is his responsibility to make arrangements for the management of health, safety and welfare at all of the company sites or workplaces wherever they may be and ensure co-ordination of company safety measures with other contractors, sub-contractors, clients and safety representatives on the same project.

It is his responsibility to make arrangements for the control of risk on company sites, programme the works in the most appropriate order and method of working and provide adequate and suitable equipment for the safe execution of the works.

It is his responsibility to understand the company safety policy, be conversant with statutory safety regulations and content of the project health and safety plan, and ensure that it is brought to the notice of all employees, particularly new starters. Carry out all work in accordance with its requirement and bring to the notice of the contracts director any improvements or additions which he thinks necessary.

A notice shall be displayed in the site welfare unit asking all persons working on the site to bring to the attention of the site manager any matters relating to the health and safety which they think require remedial action. Site management will consider their comments and take appropriate action. They will inform the person who raised the issue of the action taken or the reason why no action has been taken. If the site management raises any health issues with employees, they will record an entry in the site diary outlining the problem and action taken.

An internal weekly progress meeting will be held with all project's management personnel.

3.2 Plant and equipment

<p>Plant 30t excavators</p> <p>All excavators fitted with 'Oil Quick' quick hitch system.</p>	<p>Excavator Attachments</p> <p>3t Hydraulic shear 3t Hydraulic rotating selector grabs Hydraulic breaker</p>
<p>Noise, Dust, Vibration</p> <p>Dust Fighter Suppression Units Noise monitor Vibration Monitor</p>	<p>Crushing / Processing Equipment</p> <p>N/A</p>
<p>Hand Tools</p> <p>Powered Hand Tools Hand held breakers (Hammer Drill) Stihl saws (Abrasive cutting)</p>	<p>Access Equipment</p> <p>Scaffold tower Pop-up podium</p>
<p>Haulage</p> <p>32t Roll on/off lorries Heavy haulage low loaders</p>	<p>Waste Management</p> <p>Roll on Roll off Skips Skips(lockable/sealed bins)</p>
<p>This list is not exhaustive;</p>	

4 Assessment of Significant Risks

4.1 Risk assessments

Risk Assessments are carried out as required by the Management of Health and Safety at Work Regulations and related Approved Code of Practice (ACOP) following the principles of prevention to reduce risk to the lowest practicable level and uses the HSE 5 step method;

- Identify the hazards
- Decide who might be harmed and how
- Evaluate the risks and decide on precautions
- Record your significant findings
- Review your assessment and update if necessary

The Risk Assessment method is based upon numeric rating, as detailed in the Risk Category Table. This enables prioritisation of the risks to ensure implementation of suitable control measures to reduce the risk to a level as safe as is reasonably practicable. The Risk Category Matrix identifies the risk hierarchy (low/medium/high).

All other assessments are carried as required by the appropriate legislation, COSHH, PPE, Manual Handling, Noise, etc. – refer Appendix A.

4.2 Others at risk

Safety hazards associated with the site boundaries and access / egress from site are not considered to be unusual other than for delivery of plant and equipment arranged outside of peak travel times. We take note of the following:

We shall ensure that no part of any items of plant or equipment is permit to enter any live part of the public highway. The contractor should provide suitable trained banks men to supervise any works in the vicinity of the highway.

4.3 COSHH, noise, manual handling

Operational substances to be used and Client residual substances are detailed in the COSHH Assessments – refer Appendix A.

Noise from Company operations may exceed upper exposure value which will be monitored using noise meter. For such operations, the area will be designated a Hearing Protection Zone and will be identified by safety signs around the perimeter. Any operatives within this zone will be required to wear ear defenders. Operatives will be informed of appropriate actions required. The effects of noise on operatives will be monitored through the Company Health Surveillance checks.

Manual handling operations will be carried out using control measures as detailed in the Manual Handling Assessment – refer Appendix A. Wherever practicable, manual handling will be eliminated by use of mechanical demolition/handling techniques.

4.3.1 Monitoring for Noise/Dust/Vibration

Standard noise, dust and vibration monitoring will be undertaken as part of the daily site monitoring regime.

In order to achieve effective monitor, it is helpful to obtain representative samples of background noise, dust, and vibration. Once this 'base line' data has been recorded, target levels will be set.

Spot checks will be carried out on operatives, including personal monitoring, to check whether control measures are effective.

Should these levels be exceeded at any stage site management will implement mitigation as required.

4.3.2 Noise

The noise at work regulations require that no person shall be exposed to noise levels which are likely to lead to long term hearing loss.

Lower exposure action level 80db(A)

Upper exposure action level 85db(A)

A noise survey will be carried out on site by the Site Supervisor or Health & Safety manager to determine suitable controlling measures or the requirement for hearing protection. The survey will also determine whether out of hours' work will be required adjacent to the live buildings.

Noise mitigation measures will be applied as required. Particular attention and mitigation will be given to noise sensitive area.

4.3.3 Dust

Dust levels will be monitored throughout demolition works.

Note: Dust emissions will not be entirely eradicated due to the majority of the buildings being of concrete & masonry construction. However, emissions will be managed to acceptable levels.

All operatives will undergo Health Surveillance to monitor for effects of dust.

Dust mitigation measures will include:

Direct feed water suppression to work tool of high reach demolition equipment

Background dust suppression using 'Dust Fighter' dust suppression machines strategically located to trap dust emissions within a fine mist of air & water

Targeted suppression with fire hoses

Task specific suppression using pressurised spray bottles for smaller works

Site jet wash for use in large haulage operations

4.3.4 Vibration

As part of our duty of care to our operatives, operations must ensure that the exposure to vibration is limited. The hierarchy of control is to eliminate vibration through mechanisation of the process as a first step. If works need to be carried out by hand, tools will be selected on the basis of not producing vibration or the least amount of vibration.

Details of the vibration rating of any equipment used will be obtained from manufacturers / suppliers and inputted into the HSE Hand Arm Vibration Calculator to give the maximum daily usage. All usage and equipment information will be recorded in the HAVs register by the site supervisor.

For hand-arm vibration –

(a) daily exposure limit value is 5 m/s²

(b) daily exposure action value is 2.5 m/s²

For whole-body vibration –

(a) daily exposure limit value is 1.15 m/s²A(8);

(b) daily exposure action value is 0.5 m/s²A(8),

4.3.5 Vibration affecting Property

As part of our duty of care to adjacent buildings, operations must ensure that the exposure to vibration is limited.

BS 7385: Part 2:1993: Evaluation and Measurement for Vibration in Buildings

For building damage criteria, Table 12.32 sets out limits for primarily transient vibration above which cosmetic damage could occur. It is drawn from Table 1 of BS 7385: Part 2: 1993 *Evaluation and measurement for vibration in buildings - guide to damage levels from ground borne vibration.*

Table 12.32 Cosmetic Damage Guide Values for Transient Vibration

Building Type	Peak Particle Velocity (mm/s) in Frequency Range of Predominant Pulse	
	Reinforced or framed structures. Industrial and heavy commercial buildings.	50 mm/s at 4 Hz and above
Unreinforced or light framed structures. Residential or light commercial type buildings.	4 Hz to 15 Hz	15 Hz and above
	15 mm/s at 4 Hz increasing to 20 mm/s at 15 Hz	20 mm/s at 15 Hz increasing to 50 mm/s at 40 Hz and above

BS 5228:2009 Part 1 & 2: Code of Practice for Control on Construction and Open Sites

Documentation supports BS 7385: Part 2:1933.

4.3.6 Storage of Oils, Fuel & Refuelling

All oils used on site must be placed on bunded tray within secure container when not in use. Any waste oil is to be disposed as soon as practicable using licensed contractor with consignment note issued.

All fuel bunds are double bunded to 110% of the inner capacity of the tank and are fitted with padlocks which will be kept locked at all times except during the refuelling process. Emergency spill kits will be positioned adjacent to the bowsers and any accidental spillages dealt with by the Plant Operative concerned. Fuel bowsers will be stored away from water courses at all times. Gloves will be worn by Operatives refuelling the plant and the Company’s ‘no smoking’ policy enforced at all times (refer to COSHH Risk Assessment; Diesel Fuel). Operatives will only park plant and re-fuel in the designated areas.

5 Legislation

Legislation, statutory regulations, codes of practice and guidance relevant to demolition.

Attention is drawn to the following acts and regulations, and Health and Safety Executive (HSE) approved codes of practice (ACoPs) and guidance, though this is not an exhaustive list of relevant legislation and guidance.

Health and Safety Principles and Objectives

It is the intention of City Demolition Contractors (B'ham) Ltd that the work will be carried out in such a way that risks to the health and safety of all persons directly concerned with, or liable to be affected by the demolition works, are either eliminated or reduced to the lowest practicable level within the terms of all general health and safety legislation, including the following Acts and Regulations

The Health and Safety at Work Act 1974

The Management of Health and Safety at Work Regulations 1999

The Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)

The Provision and Use of Work Equipment Regulations 2008 (PUWER)

The Manual Handling Operations Regulations 1992

The Electricity at Work Regulations 1989

The Noise at Work Regulations 2005

The Control of Substances Hazardous to Health (COSHH) Regulations 2002

Personal Protective Equipment at Work Regulations 2002

Control of Asbestos at Work Regulations 2012

Control of Pollution Act 1974

Control of Lead at Work Regulations 2002

The Health and Safety (First Aid) Regulations 1981

The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

Construction (Design and Management) Regulations 2015

The British Standard Code of Practice BS:6187 2011 – Full and Partial Demolition

The British Standard Code of Practice BS:58228 Control of Noise on Construction Sites

The British Standard Code of Practice BS:5973 Access & Working Scaffolds

The Health & Safety (Safety Signs and Signals) Regulations 1996

The Workplace (Health, Safety & Welfare) Regulations 1992

The Confined Space Regulations 1997

The Chemicals (Hazard Information and Packaging for Supply) Regulations 2009

The Health and Safety Information for Employees Regulations 1989

The Health & Safety (Consultation with Employees) Regulations 1996

The Safety Representatives and Safety Committees Regulations 1977

Employers' Liability (Compulsory Insurance) Act 1969

The Control of Vibration at Work Regulations 2005

The Working at Height Regulations 2005

The Regulatory Reform (Fire Safety) Order 2005

The Working Time Regulations 1998
Code of Practice for Fire Prevention on Construction Sites 2023

This list is non exhaustive – all other applicable regulations will apply.

Attention is also drawn to legislation relating to:

the protection of the environment, such as the Environmental Protection Act 1990 [5]; landfill and waste management (including special and hazardous waste), such as the Landfill Regulations [15] and the Site Waste Management Plan Regulations 2008 [4]; and

roads and highways, such as the New Roads and Street Works Act 1991 [40], the Highways Act 1980 [91], the Road Traffic (Temporary Restrictions) Act 1991 [92], the Road Traffic (Temporary Restrictions) Regulations 1992 [93] and the Road Traffic (Temporary Restrictions) Procedure Amendment (Scotland) Regulations 2005 [94].

6. Personal Protective Equipment

The following PPE will be worn by all personnel/visitors at all times on site:

- Head protection
- Hi-viz
- Safety boots
- Gloves
- Eye protection

6.1 Personal Protective Equipment (PPE)

Before any operatives are asked to undertake activities on a demolition site they will be issued with the appropriate P.P.E. and trained in its correct use.

All personnel must wear head protection / helmets (BS EN 397), protective footwear/ safety boots (BS EN:345-20346)

Gloves (BS EN 374 to 381),

Eye protection except where there is a greater prevailing risk (BSEN:166-175).

Hearing protection will be available when the noise levels reach 80db and it will be mandatory from 85db (BS EN 352-4).

Gloves / gauntlets will be used to handle sharp or hot metal created by flame cutting.

Operatives will wear full body cover to protect the skin from any contamination and high visibility vest or jackets as the minimum requirements.

Respiratory protection from dust, organic compounds and particles manufactured by Sundstrom SR100 (BS EN 136 to 140) half valve or full face will be used on site. Operatives will have undergone a face fit test.

6.2 Specific to task

Using abrasive wheels - Goggles to BS EN 166 B, Gloves to BS EN 420 & 388 2/3.

Hot Works - Goggle to BS EN 166 B 9 Resistant to Molten Metals and hot solids. Gloves worn

equal to BS EN 420 & 407 resistant to splashes of molten metal. Respiratory protection from organic compounds & gases to BS EN 405. Filter to BS EN 14387 to be worn also assessed that it is required.

Removal of Non Licensed Non-Notifiable Asbestos - Must wear a half mask equivalent to BS EN 140 with a P3 filter to BS EN 143 suitable for 2Fibres or asbestos particles to a millilitre of air. Must wear disposable paper overalls cat 3 type 5/6 to BS EN 13982-1.

7 Emergency Procedures + Accident/Incident Reporting

Basic emergency requirements are detailed below:

Accident/Incident Reporting

All accidents, dangerous occurrences or near misses will be reported to the Site Supervisor immediately they occur/are identified.

Details of all accidents, regardless of severity, will be recorded onto an Accident Report. This document is used both for Company and statutory accident recording.

Minor injuries may be treated by the first aider (Site Supervisor), any significant injuries operatives should be sent to the nearest A & E hospital. Major injuries and ambulance should be contacted by dialling 999 (using the Site Supervisor's mobile telephone or other convenient telephone).

Dangerous occurrences or near misses will be reported to the Site Supervisor who will record details onto an Occurrence/Near Miss Report. This document is used both for Company and statutory accident recording.

All incidents notifiable under the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) will be reported to the HSE via the online form

<http://www.hse.gov.uk/riddor/report.htm>

All accident and dangerous occurrence documentation will be retained in the Company Head Office, copies may be issued to third parties as required by contract conditions and/or statutory obligations.

Spills (Environmental Management)

Company personnel must never put anything into the drainage or water systems that could cause environmental damage - this includes fuel, oils, greases or any hazardous/non-hazardous substances.

Spill kits must be located at appropriate points around the site, especially near re-fuelling points, with plant/equipment and in the site office.

Any spills will be cleaned up immediately using suitable absorbent materials, crystals, pads or booms, contained within the spill kit.

In the event of any spills the following actions will be carried out:

- use absorbent material to contain the spill
- if it is a major spill
 - cover or bund any nearby drains
 - if practical use absorbent crystals to clear spill, if not, use bowser and pump
- dispose of all absorbent materials in a suitable container for disposal as hazardous waste

To benefit the site environment and reduce the likelihood of spills/environmental incidents a clean and tidy site area around re-fuelling points will be maintained and good housekeeping will be carried out in all areas on site.

Fire

A suitable fire extinguisher will always be available within the immediate vicinity of any burning operations. The operative carrying out the burning activity will be responsible for ensuring that the extinguisher is in a 'charged' condition. Fire extinguishers will not be used for 'damping down' – suitable water dispensing equipment will be available for this task.

All Hot Works are subject to a Permit to Work system (Hot Works Permit) which will be issued by the site supervisor, detailing the personnel authorised to undertake the work, the location, types of extinguisher and any other protective measures required plus the time frame.

Suitable Fire Points will be established within the building. Location will be identified/communicated to all personnel working within the building by appropriate means, dependent upon the size/complexity of the building. This may be by verbal notification at induction, by plans displayed within the building or a combination of both methods.

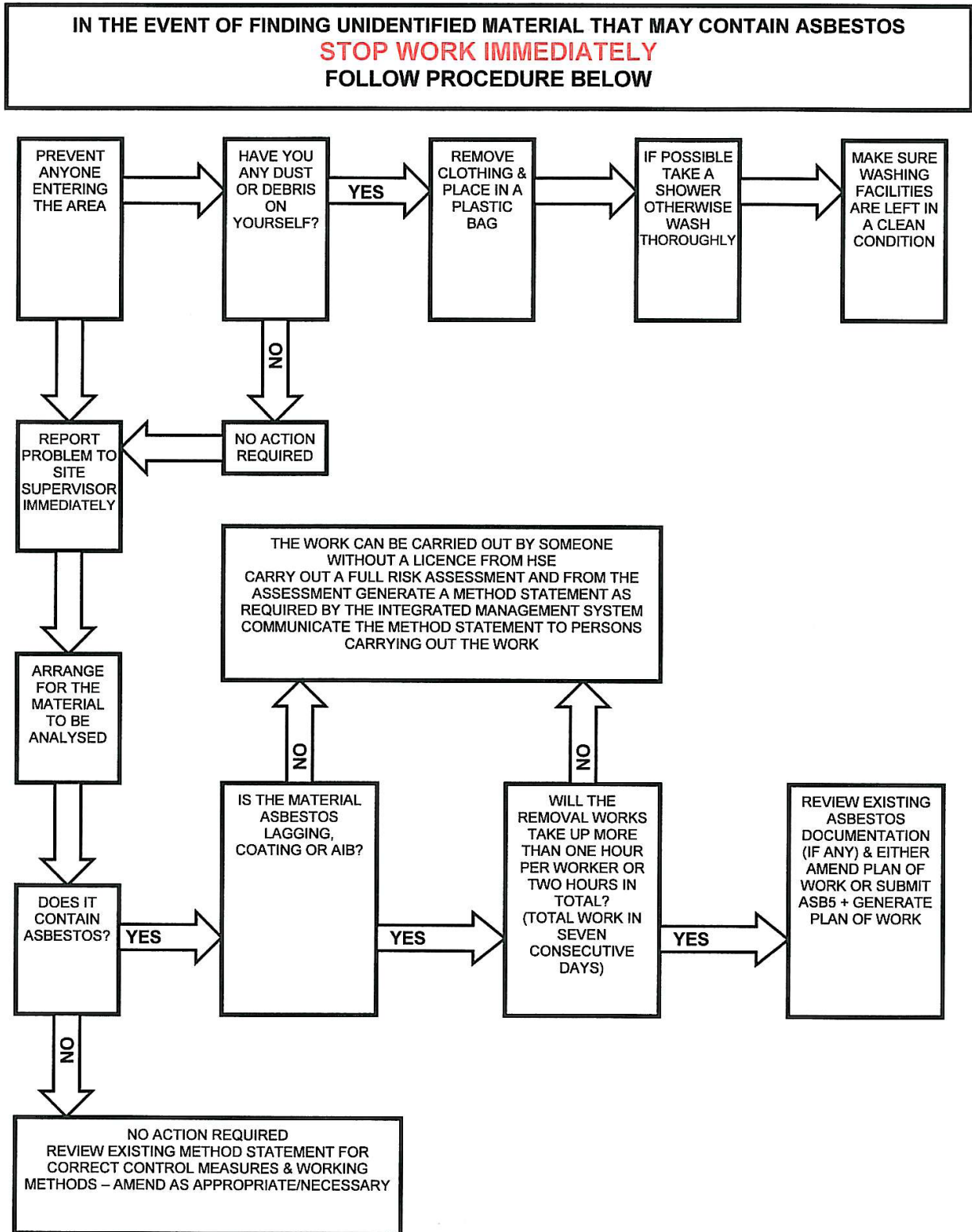
In the event of a minor fire, a fire watcher/operative may, without putting their self at risk, use the extinguishers to put out the fire. Major fires should only be tackled by the fire brigade should be contacted by dialling 999 (using the Site Supervisor's mobile telephone or other convenient telephone).

Asbestos

In the event of a suspicious material being found on site that is not referenced in the asbestos survey, the procedures described overleaf in the "*Asbestos – Unexpected Discovery*" flowchart will be followed.

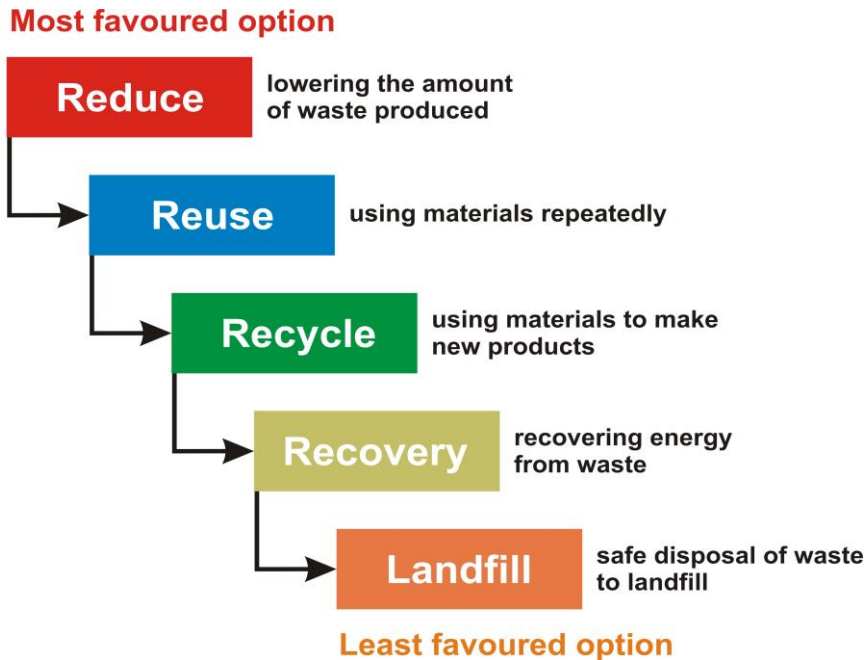
All operatives working on site will have a minimum of Asbestos Awareness training delivered to UKATA standards so that any suspicious materials are recognised.

**ASBESTOS – UNEXPECTED DISCOVERY
 (NOT ON SURVEY – DEMOLITION/REFURBISHMENT OR TYPE 3)**



8 Waste Management
City Demolition refer to BS6187:2011, NFDC waste permitting guidance, CL:AIRE CoP and the WRAP Protocol

In accordance with the Waste (England & Wales) Regs, the Company has a Duty to apply the waste hierarchy;



In practice, it is not possible to reduce the amount of waste from a demolition project and hence the main focus is on reuse and recycling of materials.

Reuse or recycling of products is not always possible because of a number of factors;

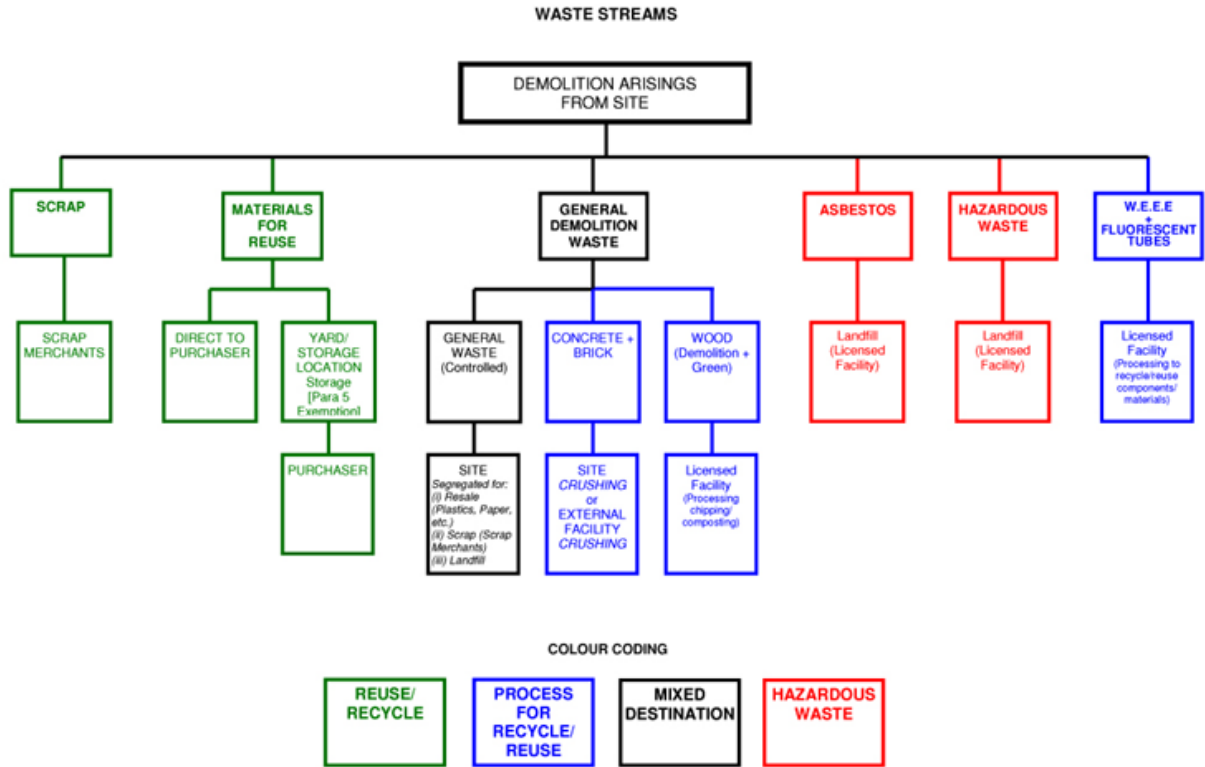
- Difficulties in segregation of material (in terms time and resources required and H&S considerations)
- Material is in poor condition that is not acceptable for reuse/recycling
- Insufficient quantity to make reuse/recycling cost effective

Where reuse / recycling is not possible on site, materials are bulked together in a skip and sent to a waste station that handles larger volumes of such material and has specialist equipment to be able to economically segregate material for recycling.

Where recycling is not possible, energy can be recovered from waste through specialist incineration plant.

The only materials that should be sent to landfill are those where the previous steps are not possible or there is a legal requirement to dispose in this manner. This is generally hazardous waste, in particular asbestos.

During the demolition works, the following flowchart describes how materials will be segregated, subject to site conditions and Health & Safety considerations;



Removal of Demolition Arisings Off Site - Where material from site is not being processed into a product it will be loaded into suitable containers (Roll-on/off skips; tippers, IBCs) as soon as practicable and removed to licensed waste transfer / recycling facility. Details of waste disposal sites is included in the Waste Management Plan.

Environmental / Health Aspects & Service Lines

Particular care and attention should be given to storm and foul drainage pipes, channels and manholes that may be shared. The City Demolition Contractors (Birmingham) Limited site manager is to make a detailed check on all covers etc found within the site areas and shall liaise closely with the Client’s site engineer to determine the status of such services.

Any oil deposits or contaminated liquids discovered during the demolition works are to be brought to the immediate attention of the site management team. Pits and voids containing such products are not to be infilled without the express permission of the site management team. It is possible that ground or surface contamination may be evident when the strip out works reveals parts of the structure.

9 Methodology

This method statement is intended to be a live document in accordance with Construction (design and management) Regulations 2015. Any amendments to this method statement due to unforeseen circumstances will be agreed in writing by the site manager and the contract manager.

9.1 Lead-in Works

Stage 1 - Service Disconnections

(Clients Responsibility)

Disconnection of all services will be organised by the client to ensure that there are no live supplies within the working area. City Demolition will ensure that certification is issued prior to works starting.

City Demolition will organise isolation of water service to just inside the site boundary to allow demolition to proceed and provide a water supply with a metered standpipe for the works. Works will be carried out by utilities contractor that has undergone City Demolition Subcontractor qualification process. City Demolition will monitor works on site to ensure that RAMS and site rules are adhered to.

To enable lead in works, all services will be isolated back to the meters, gas pipes will be purged, and appropriate certificates issued.

The working areas will be CAT scanned prior to demolition to ensure there are no rogue connections. If a positive reading is detected, it will be reported to management and investigated to ascertain the nature of the reading. Any trial holes will be dug by hand. Any disconnections of live services will be carried out by qualified / licensed contractor.

If in doubt any service must be assumed to be live until proved otherwise.

Stage 2 - Pre-Demolition Condition / Dilapidation Survey / Structural Survey

Prior to works commencing a pre-demolition survey will be compiled where photos are taken of the entire structure including surrounding areas and adjoining/adjacent buildings to record the existing condition / dilapidation. A demolition engineer will assess the structure prior to works to ensure that suitable demolition methods are adhered to.

Stage 3 - Pre-Demolition Monitoring

Prior to works commencing, noise, dust and vibration monitoring will be undertaken to establish baseline levels. Recordings will be taken at various points of the site and at varying times of day.

Monitoring to be undertaken utilising proprietary equipment such as Accudata GVM1 vibration meter.

9.2 Site Works

Stage 4 - Mobilisation to Site / Protection to Footpaths / Roadways

Deliveries / Collections - Roll on Roll off Vehicles.

The vehicle will manoeuvre into the designated area for the placement of the skip. The driver will then lower the skip onto ground into required position after the empty skip has been deposited the full skip will be hooked and loaded onto the vehicle using its hydraulic lifting arm.

The full skip will then be loaded skip and skip locks applied the driver will exit the cab apply the easy sheet system to contain the load and leave the site under supervision.

The operator will ensure that skips are loaded in accordance with the manufacturers specifications and in accordance with the DoTCOP 'Safe Loads on Vehicles'.

Delivery of Plant & Equipment

Excavators will be delivered to site using low loader. Abnormal loads will be escorted by and escort vehicle where required. Once on site the delivery driver will unload the plant and/or equipment.

Note: Under no circumstances should a site based operatives unload the plant.

All off-loading of plant and equipment must be done on site. No unloading on the highway.

Driver's responsibilities:

- Drivers to sign in at the gate house
- Vehicle to be escorted by Banksman where required
- Driver to exit cab during loading and remain outside loading exclusion zone
- Drivers are prohibited from climbing on to vehicle or container
- Drivers to sign methodology confirmation sheet
- Where appropriate PPE (This will be provided as required)

Driver's Training - Driver should hold the following competencies:

- HGV Licence
- CPCS for the Loading System

Stage 5 - Site Setup / Heras Fencing to Site Boundary

As per the Health & Safety at Work Act 1974 and CDM (Construction Design & Management) Regulations 2015.

The site welfare and compound will be set up in the designated area as per Site Layout Plan.

Facilities will comprise a self contained "oasis" type unit which will contain all the necessary welfare facilities for site personnel (listed below) i.e. dry rooms, hot & cold running water, heaters, canteen, eating facilities which meet HSE requirements. These welfare cabins are cleaned by a toilet company every week in order to maintain site hygiene requirements onsite.

Welfare to be provided:

Canteen/Rest Area – Provisions will be made for operatives to warm/prepare food. There will be clean drinking water available.

- **Changing / Drying Room** – As operatives are required to wear specified clothing and PPE on site a suitable place to change and dry clothing will be made available.
- **Toilet(s) & Washing Facilities** (with Shower(s) where work is highly likely to be dirty and operatives need to decontaminate) – provision will be made to supply warm running water, soap for cleaning, towels or suitable means of drying.
- **Office & Meeting Room** – To assist with site planning and management a meeting room will be available for progress meetings, inductions, toolbox talks and onsite training /assessment.

All City Demolition Contractors (B'ham) Ltd operatives shall be made aware of the extent and location of the works, informed of any restricted areas and possible areas where interaction with operatives and/or others is liable to be hazardous.

The boundary to the site shall be secured by temporary 2.0m high heras fencing in accordance with current regulations to complement existing boundary fences/hoarding. All **City Demolition Contractors (B'ham) Ltd** operatives will be made aware of the extent and location of the works, informed of any restricted areas and possible areas where interaction with operatives or others is liable to be hazardous. **DANGER DEMOLITION** signs and exclusion zone barriers will be erected to all areas as required. Any additional signage will be erected as required.

Site Setup

- **Site Fencing** – (Temporary) The site will be secured using “heras” fencing erected to the site boundary to complement existing boundary walls, fences or hoarding.
- **Debris netting/monarflex** to be attached to boundary fences where possible to mitigate migration of dust from demolition activities.
- **Suitable Exclusions** – The “safe” welfare area should be separated from the main works area. This will be achieved by erecting “heras” type fencing with pedestrian and vehicular gates.
- **Erection of pedestrian routes** on site with adequate signage.
- **All open edges / voids** to be sealed off to prevent falls using heras panels or boards securely fixed to surround.

Fire Assembly Point – The fire assembly point for this contract will be the Site Welfare Container Unit, which is adjacent to the entrance gate. This will be a fire point for all site personnel to assemble in the event of a fire on site. A fog horn will be sounded by Site Foreman or Site Operative in the case of fire.

Stage 6 - Soft Strip of building

HOLD POINT – NO WORKS ARE TO PROCEED UNTIL THE FOLLOWING ARE IN PLACE

- **PERMIT OF ISOLATION TO CONFIRM THERE ARE NO LIVE SERVICES IN THE AREA**

All soft strip works will be carried out by fully trained CCDO demolition operatives using various hand held and powered tools such as; reciprocating saws, stihl saws, angle grinders, sledge hammers, gorilla bars, pry bars etc.

All operatives carrying out soft strip works must do so wearing a half face fitted mask fitted with FFP3 filter.

All working areas will be checked before commencing the works to ensure all hazardous material have been removed.

- Needles/syringes
- Pigeon droppings
- Rat droppings/infestation
- Hazardous waste from previous usage of site

If required, specialist contractors will be used to remove hazardous wastes.

The arisings will be segregated to minimise waste and will be continually removed as work proceeds to prevent a fire hazard and maintain safe transit route in the event of an emergency.

The arisings will be deposited of into fenced off drop zone/areas where the material will be continually loaded into the various roll on/off skips – timber, plastic, metals, waste – for off-site disposal using a demolition excavator with a rotating selector grab attachment.

A risk assessment for the drop zone will be made by the site manager to assess the most suitable location for the drop zone and will consider such items as height of drop, proximity hazards, wind direction etc.

Correct manual handling will be adhered to at all times and safe access for height will be provided by podiums, alloy towers, MEWPS or scaffolding.

The items of soft strip would normally include:

- Internal doors and frames
- Carpet tiles
- Tiles and ceiling grids
- Small heating units
- Cupboards and storage units and general rubbish

NOTE - ITEMS WHICH PROVIDE EDGE PROTECTION WILL BE SPECIFICALLY EXCLUDED FROM THE SOFT STRIP AND DEMOLISHED WITH THE BUILDING

Stage 7 - Dust Suppression & Flying Debris Measures Overall

The site foreman will constantly monitor the demolition operation with a view of implementing dust suppression equipment based on the operation carried out. Standard dust suppression with a use of an operative/hose and nozzle and standpipe should be employed to suppress the dust at source whilst this operation is carried out on a larger scale or a complete dry and sunny conditions then a dust buster shall be imported to site which will create a water mist which can be controlled remotely directly by the machine operative directing dust suppression directly to the source of the dust. Banksman shall be present during this operation to oversee and monitor that dust does not affect the surrounding areas and general public.

Materials arising from soft or demolition works, especially any lightweight material that could be blown outside site perimeter, will be loaded into skips as soon as practicable and skips covered to prevent material blowing out. Debris netting to be placed on perimeter fences to mitigate any

material escaping site boundaries.

Stage 8 - Demolition Methodology

All work where practicable will be carried out in accordance with BS 6187:2011 and the guidelines set out by the CITB's current issue of GE700.

Throughout demolition, dust, noise and vibration monitoring will be undertaken by the site supervisor.

Exclusion Zones

It is imperative that safe working spaces and plant / vehicle exclusions be erected on site.

Site welfare will be specifically zoned as a safe pedestrian space and access routes will be designated on site with suitable barriers to prevent unauthorised access into plant operating areas.

Exclusion zones will be established as the works progress for the demolition of the various buildings. Zones to be demarcated using Heras fencing with signage displayed.

Banksmen will be utilised to monitor exclusion zones and ensure no unauthorised access.

A banksman will be positioned at key locations during the demolition works to advise on the vertical / perpendicular condition of the structure systematically with the demolition works. Control of all or any pedestrian and or vehicular traffic during these operations will be undertaken by the banksmen/vehicle marshal.

Throughout the works, all operatives shall be made aware of and shall carry out any instructions given regarding the safety of the surrounding environment.

During all reduction operations, the machine operator together with his supervisor shall continuously assess the integrity of all adjacent support beams, columns and walls to bays being reduced at that time. Where any ambiguity exists as to the continued integrity of any adjacent section, the works are to be suspended and an action plan formulated to deal with any potential problem. Where necessary, the City Demolition structural engineer shall be consulted.

During all structural reduction operations, the operator of the demolition rig will leave sufficient bracing to maintain stability allowing him to carefully reduce the building elements in a piecemeal manner.

Mechanical Demolition

Demolition will be undertaken mechanically utilising 360° demolition excavator with ROPS / FOPS / FOGS which will position itself in courtyard as shown on plan.

Machine starting at gable end will begin cutting down roof with selector grab/hydraulic shear. This will be set to one side for processing. Walls will be folded into the footprint of building. Machine will move forward and repeat process.

Stage 9 - Capping to Drainage

Existing drain outlets will be bunged / capped where required and retained manholes protected using timber ply board and/or sheet steel plating where plant is likely to access.

Drainage surveys will show existing runs between manholes and indicate flow directions to ensure that there is no obstruction caused by the demolition works. The site supervisor will demark retained drains on site using semi-permanent mark spray as a visual aid to plant operators during the main works.

Stage 10 - Process/Separation of Materials Arising From Demolition & Removal From Site

As works progress, all arisings will be processed and segregated as soon as practicable.

In accordance with the Waste (England & Wales) Regs, the Company has a Duty to apply the waste hierarchy and reduce the amount of material sent to landfill as far as possible. The material will be sorted into hardcore, metal, timber and rubbish.

Metal, timber and rubbish will be loaded into roll on/off containers using selector grab for removal off site to local recycling station. Brick and concrete hardcore will be transferred to crushing stockpile.

All Roll-on/off skips are strictly to be moved around site with use of lifting chains provided. Prior to the collection waste bins are to be moved with use of 360° machine to safety collection point onsite. HGV Hook loader will collect and transport to nearest recycling station and either return empty skip to be filled with my material or removed from site completely.

All loads leaving site will have a Waste Transfer or Consignment Note produced and retained on site to give a 'cradle-to-grave' audit trail. All notes will be included in the H&S File.

Stage 11 - Break Up of Ground Floor Slab

Once the superstructure is demolished work will commence with the breaking and removal of the ground bearing floor slabs of all structures.

Any excavation / breaking of ground is subject to Permit to Dig – to be issued by City Demolition supervisor having first reviewed all service drawings and carried out CAT Scan of working area.

A series of holes will be punched through the slab using excavator mounted hydraulic hammer which will allow the machine to lift and break the materials with a bucket and combination cutting/processing shear.

The floor slab will be demolished progressively working from one end.

Existing/redundant drainage system.

All redundant drainage will be grubbed up and excavated by the 360° machine and bucket, and ground graded and back filled. Existing drainage runs into manholes will either be concrete plugged when old runs may enter, or adjusted to suit. Manhole levels to be adjusted to suit ground levels.

Break Up Of Foundations

The excavator will dig around the foundations to expose the extents and break out using hydraulic hammer, bucket and combination cutting/processing shear.

The machine will then break foundations into small manageable sections using the pneumatic hammer whilst a second machine lifts and munches the materials into smaller sections.

These materials will then be transferred to the crushing stockpile area. Brick and concrete will be crushed separately on site.

Stage 12 - Backfill/Compaction/Fill Voids/Depressions/Grade Site

All areas of the demolition works will be graded and compacted to adjacent ground levels, filling in all voids and depressions up to adjacent levels leaving site free from hazards such as trips & falls.

Stage 13 - Demobilisation / Site Handover

Once all contracted works have been completed a snagging / handover meeting will be arranged with the client in order to raise the final valuation.

Where defects are identified and agreed with City Demolition the works will be rectified as soon as reasonable possible. Where no defects are raised then the site will be handed over and a handover certificate raised and signed by both parties.

All remaining plant and equipment will then be removed from site using 32t rigid roll on roll off heavy goods vehicles with hook lift and where required an 80t plus articulated low loader with tractor unit.

Stage 14 - Health & Safety File

After the site works are completed and City Demolition have withdrawn from site all appropriate information will be collated and a H&S File prepared to provide safe working on site and raise awareness of any residual hazards remaining on site.

Appendix A - Assessments
(Manual Handling Assessment, Risk Assessments,
PPE Assessment & COSHH Assessment)



MH Assessment	
Assessment by: Veritas	Removal Of Plasterboard + MW Insulation
	Soft Stripping
	Desheeting (Asbestos Cement & Steel Sheets)
	Processing Scrap at Workface
	Processing Scrap in processing Area
	Erection of Heras Fencing
	Changing Attachments (Including handling tools)
	Loading / Unloading Vehicles / Moving Materials
	Unloading Stationary
PPE Assessment	
Assessment by: Veritas	CRANIUM
	EARS
	EYES
	RESPIRATORY TRACT
	FACE
	WHOLE HEAD
	HANDS
	ARMS (Parts)
	FEET
	LEGS (Parts)
	SKIN
	TRUNK/ABDOMEN
WHOLE BODY	

Risk Assessment	Risk Assessment Title
RA01	Slips, Trips and Falls
RA02	Soft Stripping
RA03	Use of Hand Held Tools
RA04	Handling Sharp Objects
RA05	Obstructions at Head Level
RA08	Mechanical Demolition
RA10	Cutting with Abrasive Discs
RA13	Mobile Plant Operations
RA16	Waste Disposal
RA17	Storage/Use of Materials
RA18	Re-fuelling of Diesel Pump
RA19	Inspection and Servicing of Diesel Powered Plant and Machinery
RA20	Men working at Height removing Asbestos Cement Sheets
RA21	Working near Chemicals and Chemically Contaminated Equipment
RA22	Working adjacent to Public Areas and Roads
RA23	Trespass by Unauthorised Personnel & Site Head Count of Operatives
RA28	Work on Poor Ground Conditions
RA30	Work in or near Excavations
RA41	Breaking and Excavating of Slabs, Foundations & Hardstandings

MANUAL HANDLING ASSESSMENT	Rev 09-08/2020 1 of 2
1. MANUAL HANDLING WORKS ON SITE	
Lifting, moving, carrying materials of various shapes and sizes from the work area to either the processing area or to waste/scrap skips. Such materials are lifted and moved by operatives at ground or working from an approved safe means of access as described in the method statement for the works.	
2. METHOD OF ASSESSMENT	
To comply with the Manual Handling Regulations, the Company has carried out an assessment. To carry out the assessment, the Company have: <ul style="list-style-type: none">▪ Identified the manual handling operations undertaken by their employees▪ Made an appraisal, as far as is reasonably practicable, of all manual handling operations to determine if there is a risk of injury to employees. In addition, assessments based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383-11/18) - these are detailed separately.	
3.1 ASSESSMENT	



(a) Task

Involves lifting, twisting stooping and reaching, to manually support materials being removed from the various buildings/structures.

The Assessment revealed that the task involves excessive movement i.e. lifting lowering and carrying, a degree of pushing and pulling is required to free members and sheet material etc.

There is also a possibility of sudden movement of the load which would increase the force of the operative's body.

In most cases the load can be carried close to the body, however, physical effort is required to complete the task.

The task is not process rated, and there are sufficient rest periods.

(b) Load

Loads may have an estimated weight of up to 25 kg.

Loads may have sharp edges and be potentially damaging in circumstances where contact is made.

Although the load can be bulky and unwieldy, and difficult to grasp, it is unlikely to shift when the lifting operations are in progress

(c) Working environment

There are no extremes of temperature associated on the working site.

Natural ventilation is produced by the nature of the work.

The lighting is good, and, where necessary, task lighting will be utilised to illuminate both the work areas and access/egress routes. Inclement weather will produce a slippery working surface.

(d) Operative's individual capacity

The Assessment revealed that there were no operatives with back injury problems or other complaints that suggest that the operatives could be in the high injury risk category.

(e) Other Factors

Overalls, weather and wet condition of materials to be carried could hinder an operative in respect of movement and posture.

MANUAL HANDLING ASSESSMENT

Rev 09-08/2020

2 of 2

3.2 REDUCTION OF RISK (CONTROL MEASURES)

(a) Task

The task cannot be improved by changing the layout of the workstations – the work layout is imposed by the building/structure to be demolished.

Space management and the improvement of access/egress can reduce the risks imposed by twisting and stooping.

Reaching will be minimised by the introduction of access equipment, such as mechanical lifts or working platforms.

Ensuring that operatives adopt the correct stance reduces the risks associated with pushing and pulling.

Operatives will be trained in lifting techniques, together with good posture techniques.

Physical effort will be reduced by teamwork and splitting the load into manageable members.

(b) Load

Bulky unwieldy loads must be cut into smaller pieces.

Member and sheet materials that are difficult to grasp and materials with sharp edges will be handled by mechanical means wherever possible.

Abrasive protective gloves will be issued, but are a last resort for handling operations where it is likely that a sharp edge will be present on the materials to be handled.

Consideration should be given to the provision of mechanical assistance where this is reasonably practicable.

Mechanical assistance involves the use of machines such as telehandlers, 360° excavator equipped with appropriate attachment.



(c) Working environment

Task lighting will be used to illuminate the work areas and access/egress routes.
 Space constraint can be maximised by an increased awareness of housekeeping and a policy of tidying up before lifting operations are commenced.
 Ensure that satisfactory access and egress routes are available before lifting operations are commenced.

(d) Operative's individual capacity

There will not be any lifting operations that require unusual strength by operatives.
 The operations will be capable of being performed by most fit operatives.

(e) Other Factors

Personal protective equipment should only be used as a last resort, when engineering or other controls do not prove adequate protection.

Where the wearing of PPE cannot be avoided, consider the risks of manual handling injury.

Considerations may include factors such as:

- Gloves may impair dexterity.
- Overalls may inhibit free movement.

4. CONCLUSION

This assessment provides the employee with information in relation to hazards and risk on the Contract, The assessment revealed that operatives are exposed to a degree of risk of an injury from manual handling operations. Due to the nature of demolition activities it is not possible to totally eliminate such risk. However, implementation of the control measures detailed will either eliminate or significantly reduce the identified risks, as far as is reasonably practicable.

Employees' contribution in the re-design of systems of work will be encouraged.

Control measures detailed in 3.2 are appropriate to reduce the possibility of injury - they are practical steps and once they have been put in place, they will be periodically reviewed by means of site safety inspections.

This assessment will be periodically reviewed as part of the Company continual improvement process.

Review will also be carried out in the event of new information or changes in legislation.

Manual Handling Assessment (MAC) Score Sheet

TASK	REMOVAL OF PLASTERBOARD + MW INSULATION											
Control Measures										Placing suitable skips near to the work area + transporting by telehandler		
RISK FACTORS	Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency	G	G	NOT APPLIC	0	0	NOT APPLIC	G	G	NOT APPLIC	0	0	NOT APPLIC
Hand distance from lower back	A	A	NOT APPLIC	3	3	NOT APPLIC	A	A	NOT APPLIC	3	3	NOT APPLIC



Vertical lift region	R			3			R			3		
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)	R	G		2	0		R	G		2	0	
Postural constraints	G	G		0	0		G	G		0	0	
Grip on the load	A	A		1	1		A	A		1	1	
Floor surface	R	R		2	2		G	G		0	0	
Other environmental factors	A	A		1	1		A	A		1	1	
Carry distance		G			0			G			0	
Obstacles en route (carrying only)		A			2			G			0	
Communication and co-ordination (team handling only)												
	TOTAL SCORE			12	9		TOTAL SCORE			10	5	

IMPORTANT NOTE Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues

MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18)
All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment

Manual Handling Assessment (MAC) Score Sheet

TASK	SOFT STRIPPING											
Control Measures	Demolishing the internal partitions and removing arisings by mechanical means to the processing area											
RISK FACTORS	Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency	G	G	NOT APPLICABLE	0	0	NOT APPLICABLE	G	G	NOT APPLICABLE	0	0	NOT APPLICABLE
Hand distance from lower back	R	R	NOT APPLICABLE	6	6	NOT APPLICABLE	G	G	NOT APPLICABLE	0	0	NOT APPLICABLE



Vertical lift region	R		3		G		0	
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)	R	R	2	2	G	G	0	0
Postural constraints	G	G	0	0	G	G	0	0
Grip on the load	R	R	2	2	G	G	0	0
Floor surface	R	R	2	2	G	G	0	0
Other environmental factors	R	R	2	2	G	G	0	0
Carry distance		G		0		G		0
Obstacles en route (carrying only)		A		2		G		0
Communication and co-ordination (team handling only)								
	TOTAL SCORE		17	16	TOTAL SCORE		0	0
IMPORTANT NOTE	Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues							
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment								



Manual Handling Assessment (MAC) Score Sheet													
TASK		DESHEETING (ASBESTOS CEMENT & STEEL SHEETS)											
Control Measures											Demolishing the structure and removing arisings by mechanical means		
RISK FACTORS		Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
		LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency		A*	A	A	4	4	4	G	G	G	0	0	0
Hand distance from lower back		A	A	A	3	3	3	G	G	G	0	0	0
Vertical lift region		A		G	1		0	G		G	0		0
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)		G	A	G	0	1	0	G	G	G	0	0	0
Postural constraints		G	G	G	0	0	0	G	G	G	0	0	0
Grip on the load		A	A	A	1	1	1	G	G	G	0	0	0
Floor surface		A	A	A	1	1	1	G	G	G	0	0	0
Other environmental factors		A	R	A	1	2	1	G	G	G	0	0	0
Carry distance			G			0			G			0	
Obstacles en route (carrying only)			G			0			G			0	
Communication and co-ordination (team handling only)				G			0			G			0
* Based upon 5 per hour (1 removal every 12 minutes)		TOTAL SCORE			11	12	10	TOTAL SCORE			0	0	0
IMPORTANT NOTE		Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues											
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment													



Manual Handling Assessment (MAC) Score Sheet													
TASK		PROCESSING SCRAP AT WORKFACE											
Control Measures											Demolishing the structure and removing arisings by mechanical means to the processing area		
RISK FACTORS		Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
		LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency		A	A	A	4	4	4	G	G	G	0	0	0
Hand distance from lower back		R	A	R	6	3	6	G	G	G	0	0	0
Vertical lift region		R		R	3		3	G		G	0		0
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)		R	G	R	2	0	2	G	G	G	0	0	0
Postural constraints		A	G	A	1	0	1	G	G	G	0	0	0
Grip on the load		R	R	R	2	2	2	G	G	G	0	0	0
Floor surface		R	R	R	2	2	2	G	G	G	0	0	0
Other environmental factors		A	A	A	1	1	1	G	G	G	0	0	0
Carry distance			A			1			G			0	
Obstacles en route (carrying only)			A			2			G			0	
Communication and co-ordination (team handling only)				G			0			G			0
		TOTAL SCORE			21	15	21	TOTAL SCORE			0	0	0

IMPORTANT NOTE Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues

MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18)
 All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment



Manual Handling Assessment (MAC) Score Sheet													
TASK		PROCESSING SCRAP IN PROCESSING AREA											
Control Measures											Processing scrap by mechanical means in the processing area		
RISK FACTORS		Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
		LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency		G	G	A	0	0	0	G	G	G	0	0	0
Hand distance from lower back		R	R	R	6	6	6	G	G	G	0	0	0
Vertical lift region		R		R	3		3	G		G	0		0
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)		R	R	R	2	2	2	G	G	G	0	0	0
Postural constraints		G	G	A	0	0	0	G	G	G	0	0	0
Grip on the load		R	R	R	2	2	2	G	G	G	0	0	0
Floor surface		R	R	R	2	2	2	G	G	G	0	0	0
Other environmental factors		R	R	A	2	2	2	G	G	G	0	0	0
Carry distance			G			0			G			0	
Obstacles en route (carrying only)			A			2			G			0	
Communication and co-ordination (team handling only)				G			0			G			0
		TOTAL SCORE			17	16	17	TOTAL SCORE			0	0	0
IMPORTANT NOTE		Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues											
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment													



Manual Handling Assessment (MAC) Score Sheet												
TASK	ERECTION OF HERAS FENCING											
	PANELS						FEET					
Control Measures	This task is relatively low risk, carrying may be reduced by controlled use of site vehicle to carry items to installation location											
RISK FACTORS	Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency	G	G	G	0	0	0	G	G	NOT APPLICABLE	0	0	NOT APPLICABLE
Hand distance from lower back	G	A	G	0	3	0	A	A		3	3	
Vertical lift region	G		G	0		0	R			3		
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)	G	G	G	0	0	0	R	R		2	2	
Postural constraints	G	G	G	0	0	0	G	G		0	0	
Grip on the load	G	G	G	0	0	0	A	A		1	1	
Floor surface	G	G	G	0	0	0	G	G		0	0	
Other environmental factors	R	R	R	2	2	2	R	R		2	2	
Carry distance		A			1			G			0	
Obstacles en route (carrying only)		G			0			G			0	
Communication and co-ordination (team handling only)			G			0						
	TOTAL SCORE			2	6	2	TOTAL SCORE			11	8	
IMPORTANT NOTE	Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues											
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment												



Manual Handling Assessment (MAC) Score Sheet												
TASK	LAYING PAVING SLABS											
Control Measures	Transporting the slabs to the work area by mechanical means (telehandlers, FLT) + using vacuum type handling equipment											
RISK FACTORS	Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency	A	A	A	4	4	4	G	G	G	0	0	0
Hand distance from lower back	R	A	R	6	3	6	G	G	G	0	0	0
Vertical lift region	R		R	3		3	G		G	0		0
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)	R	G	R	2	0	2	G	G	G	0	0	0
Postural constraints	A	G	A	1	0	1	G	G	G	0	0	0
Grip on the load	R	R	R	2	2	2	G	G	G	0	0	0
Floor surface	R	R	R	2	2	2	G	G	G	0	0	0
Other environmental factors	A	A	A	1	1	1	G	G	G	0	0	0
Carry distance		A			1			G			0	
Obstacles en route (carrying only)		A			2			G			0	
Communication and co-ordination (team handling only)			G			0			G			0
	TOTAL SCORE			21	15	21	TOTAL SCORE			0	0	0
IMPORTANT NOTE	Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues											
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment												



Manual Handling Assessment (MAC) Score Sheet													
TASK		CHANGING ATTACHMENTS (Including handling tools)											
Control Measures											With the exception of moving and positioning the attachments by mechanical means, the fitting activity must be carried out manually		
RISK FACTORS	Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score			
	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	
Load weight and lift/carry frequency	G	G		0	0								
Hand distance from lower back	R	G		6	0								
Vertical lift region	R			3									
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)	R	G		2	0								
Postural constraints	R	R	NOT APPLICABLE	3	3	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	
Grip on the load	A	G		1	0								
Floor surface	R	R		2	2								
Other environmental factors	R	R		2	2								
Carry distance		R			3								
Obstacles en route (carrying only)		A			2								
Communication and co-ordination (team handling only)													
		TOTAL SCORE			19	12		TOTAL SCORE					
IMPORTANT NOTE	Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues												
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment													



Manual Handling Assessment (MAC) Score Sheet													
TASK		LOADING/UNLOADING VEHICLES + MOVING MATERIALS AROUND SITE											
Control Measures											Use of mechanical methods – genie lifts, telehandler, pallet trucks, FLT's, etc. eliminates manual handling		
RISK FACTORS		Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
		LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency		A	A	A	4	4	4	G	G	G	0	0	0
Hand distance from lower back		A	A	G	3	3	0	G	G	G	0	0	0
Vertical lift region		R		R	3		3	G		G	0		0
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)		G	A	A	0	1	1	G	G	G	0	0	0
Postural constraints		G	A	A	0	1	1	G	G	G	0	0	0
Grip on the load		G	G	A	0	0	1	G	G	G	0	0	0
Floor surface		R	R	R	2	2	2	G	G	G	0	0	0
Other environmental factors		R	R	R	2	2	2	G	G	G	0	0	0
Carry distance			R			3			G			0	
Obstacles en route (carrying only)			A			2			G			0	
Communication and co-ordination (team handling only)				G			0			G			0
		TOTAL SCORE			14	16	14	TOTAL SCORE			0	0	0
IMPORTANT NOTE		Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues											
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment													



Manual Handling Assessment (MAC) Score Sheet													
TASK		UNLOADING STATIONERY											
Control Measures											Boxes of photocopier paper are broken down into single reams. Boxes are placed on the floor. Avoid lifting excessive weight		
RISK FACTORS		Colour Band (G,A,R or P)			Numerical Score			Colour Band (G,A,R or P)			Numerical Score		
		LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM	LIFT	CARRY	TEAM
Load weight and lift/carry frequency		G	G	NOT APPLICABLE	0	0	NOT APPLICABLE	G	G	NOT APPLICABLE	0	0	NOT APPLICABLE
Hand distance from lower back		A	G		3	0		G	G		0	0	
Vertical lift region		A			3			G			0		
Trunk twisting/sideways bending Asymmetrical trunk/load (carrying)		G	G		0	0		G	G		0	0	
Postural constraints		G	G		0	0		G	G		0	0	
Grip on the load		G	G		0	0		G	G		0	0	
Floor surface		G	G		0	0		G	G		0	0	
Other environmental factors		G	G		0	0		G	G		0	0	
Carry distance			G			0			G			0	
Obstacles en route (carrying only)			G			0			G			0	
Communication and co-ordination (team handling only)													
		TOTAL SCORE			6	0	TOTAL SCORE			0	0		
IMPORTANT NOTE		Control measures identified will only be implemented where reasonably practicable taking into account access/space constraints and other safety issues											
MAC assessment based upon criteria defined in HSE publication 'Manual Handling Assessment Charts' (INDG383 - 11/18) All assessments detailed MUST be read in conjunction with this Publication and the Manual Handling Assessment													

RISK ASSESSMENTS

The risk assessments have been carried out in accordance with the Management of Health and Safety at Work Regulations 1999 (Specifically Regulation 3 – Risk Assessment). The ethos of our risk assessment and generation of safe systems of work is to apply the principles of prevention, as detailed within the Management of Health & Safety at Work Regulations 1999, Regulation 4 and Schedule 1, and the Construction (Design & Management) Regulations 2015, Appendix 7. The first, and most effective, principle of prevention is to avoid the risk by selection of alternative methods. This is taken into account when carrying out the risk assessments, selecting appropriate methodologies and generating the safe system of work. The risk assessments are supplemented by assessments required by other regulations, these include COSHH, manual handling and personal protective equipment (PPE). To enable prioritisation the ratings are numeric – the Risk Rating & Category Matrix identifies the scoring criteria/definitions and the risk hierarchy.

Risk Rating & Category Matrix

RISK RATING (RR) [BOTH INITIAL & RESIDUAL] = HAZARD SEVERITY (S) x LIKELIHOOD OF OCCURRENCE (L)		HAZARD SEVERITY (S)			
		(1) SLIGHT Slight injuries, cuts, bruises etc, No absences from work	(2) MINOR Minor injuries, where people are absent from work for periods less than three days	(3) SERIOUS Injuries where people are off work for periods in excess of three days	(4) MAJOR Death or Major Injury as defined in RIDDOR
LIKELIHOOD OF OCCURRENCE (L)	(1) IMPROBABLE Unlikely that harm will occur	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)
	(2) LOW Where harm will seldom occur	2 (LOW)	4 (LOW)	6 (MEDIUM)	8 (MEDIUM)
	(3) MEDIUM Where harm will occur frequently	3 (LOW)	6 (MEDIUM)	9 (MEDIUM)	12 (HIGH)
	(4) HIGH Where it is certain that harm will occur	4 (LOW)	8 (MEDIUM)	12 (HIGH)	16 (HIGH)

RISK SCALE	RISK CATEGORY	ACTION
12 - 16	High	Must be eliminated or moved to a lower level by ALARP principles
6 - 9	Medium	Can be accepted provided risk is managed or controlled to reduce to ALARP
1 - 4	Low	No further action required – maintain vigilance

ANY WORK ACTIVITY WHERE THE RISK FALLS WITHIN THE 'HIGH' CATEGORY AFTER IMPLEMENTATION OF THE CONTROL MEASURES WILL BE REVIEWED AND AN ALTERNATIVE WORK METHOD UTILISED



RISK ASSESSMENTS							Rev 12-10/23		
RA REF	TASK/ ACTIVITY	PERSONS AT RISK	HAZARDS + RELATED CONTROL MEASURES	Risk Rating					
				S	L	RR			
1	SLIPS, TRIPS AND FALLS	OPERATIVES OTHER WORKERS/ VISITORS PUBLIC/ TRESPASSERS	HAZARDS Initial Risk Rating PERSONAL INJURY (CUTS, BRUISING, ETC) RESULTING FROM ANY SLIP, TRIP OR FALL	3	4	12			
			CONTROL MEASURES Residual Risk Rating PPE - FOOTWEAR. PATHWAYS TO BE KEPT CLEAR OF OBSTACLES WHEREVER POSSIBLE. SAFETY HARNESSSES TO BE WORN WHERE APPROPRIATE. ALL EMPLOYEES TO BE ADVISED TO MAINTAIN A SAFE ENVIRONMENT.	3	2	6			
2	SOFT STRIPPING	OPERATIVES OTHER WORKERS/ VISITORS	HAZARDS Initial Risk Rating INJURY TO OPERATIVES FROM NAILS AND BROKEN GLASS. LOOSE DEBRIS BLOWING AROUND SITE. TRIPPING HAZARDS CAUSED BY REMOVED MATERIAL ASBESTOS OR OTHER HAZARDOUS MATERIALS NOT IDENTIFIED ON DEMOLITION ASBESTOS SURVEY/ TENDER DOCUMENTATION	3	4	12			
			CONTROL MEASURES Residual Risk Rating ACCESS TO WORKING AREA TO BE RESTRICTED. OPERATIVES TO WEAR GLOVES AND USE SUITABLE TOOLS FOR THE TASK. ALL MATERIALS TO BE CLEARED AWAY AS SOON AS POSSIBLE. GOOD HOUSE KEEPING IS IMPORTANT TO MAINTAIN A SAFE WORKING AREA EMERGENCY PROCEDURES TO BE FOLLOWED	3	2	6			
3	USE OF HAND HELD TOOLS	OPERATIVES OTHER WORKERS/ VISITORS	HAZARDS Initial Risk Rating INJURY TO OPERATIVES SUCH AS STRIKING OWN BODY OR PINCHING FINGERS, ETC. PRODUCTION OF FLYING DEBRIS WHICH MAY STRIKE PASSERS BY. PASSERS BY BEING HIT BY MOVING TOOLS. CONTRACTING COVID-19 FROM INFECTED PERSON IN AREA	3	4	12			
			CONTROL MEASURES Residual Risk Rating CARE TO BE TAKEN IN THE USE OF HAND TOOLS. CARRY OUT A MENTAL RISK ASSESSMENT BEFORE EACH JOB. WEAR GLOVES, EYE PROTECTION AND SAFETY BOOTS BE AWARE OF YOUR SURROUNDINGS AND KEEP A CONSTANT LOOK OUT FOR PERSONNEL APPROACHING YOUR WORKING AREA.	3	2	6			



RISK ASSESSMENTS				Rev 12-10/23		
RA REF	TASK/ ACTIVITY	PERSONS AT RISK	HAZARDS + RELATED CONTROL MEASURES	Risk Rating		
				S	L	RR
4	HANDLING SHARP OBJECTS	OPERATIVES	HAZARDS Initial Risk Rating CUTS TO OPERATIVES. DAMAGE TO RETAINED ITEMS SUCH AS JOINERY AND ELECTRICAL INSULATION.	2	4	8
			CONTROL MEASURES Residual Risk Rating GOOD QUALITY GLOVES TO BE WORN BY OPERATIVES. CARE TO BE TAKEN WHEN HANDLING SHARP OBJECTS. DO NOT DROP SHARP OBJECTS NEAR ELECTRICAL FITTINGS AND CABLES. WHENEVER POSSIBLE DO NOT BREAK GLASS - IT IS BETTER TO AVOID CREATING SHARP MATERIALS THAN HAVING TO PROTECT FROM THEM.	2	2	4
5	OBSTRUCTIONS AT HEAD LEVEL	OPERATIVES OTHER WORKERS/ VISITORS PUBLIC/ TRESPASSERS	HAZARDS Initial Risk Rating CUTS AND ABRASIONS TO HEAD	2	4	8
			CONTROL MEASURES Residual Risk Rating HARD HATS TO BE WORN AT ALL TIMES. EXTRA VIGILANCE TO BE TAKEN BY ALL OPERATIVES IN THE WORKING AREA. METHOD OF WORK AND PERMIT TO WORK IF REQUIRED.	2	2	4
8	MECHANICAL DEMOLITION	OPERATIVES OTHER WORKERS / VISITORS	HAZARDS Initial Risk Rating INJURY TO PASSERS-BY. DAMAGE TO SURROUNDING PROPERTY. PREMATURE COLLAPSE OF STRUCTURE BEING DEMOLISHED. DUST IN AIR. VIBRATION.	4	4	16
			CONTROL MEASURES Residual Risk Rating EXCLUSION ZONE TO BE ESTABLISHED AND ENFORCED AROUND STRUCTURE AND ITEMS OF CONSTRUCTION PLANT (TO INCLUDE FULL SLEW AREA OF 360° MACHINES). METHODICAL DEMOLITION SEQUENCE TO BE USED IN ACCORDANCE WITH AN APPROVED METHOD STATEMENT. DUST TO BE CONTROLLED BY USE OF WATER SPRAYING WHEN NECESSARY. PLANT OPERATORS TO USE HEARING PROTECTION WHEN NECESSARY. CONSIDERATION TO BE GIVEN TO USE OF HYDRAULIC PULVERISORS ETC., WHEN NOISE/VIBRATION PROBLEMS ARE EVIDENT.	4	2	8
10	CUTTING WITH ABRASIVE DISCS	OPERATIVES	HAZARDS Initial Risk Rating RELEASE OF STORED ENERGY FROM BENT METAL. BURNS TO OPERATIVES. MATERIAL DROPPING ONTO OPERATIVES FEET WHEN CUT. FLYING SPARKS AND FRAGMENTS. CUT MATERIAL CAUSING TRIPPING HAZARDS. DAMAGED DISC'S FRAGMENTING WHEN USED.	3	4	12



RISK ASSESSMENTS				Rev 12-10/23		
RA REF	TASK/ ACTIVITY	PERSONS AT RISK	HAZARDS + RELATED CONTROL MEASURES	Risk Rating		
				S	L	RR
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>GLOVES, R.P.E. & APPROPRIATE EYE PROTECTION TO BE USED. OPERATIVES TO BE AWARE OF POTENTIAL STORED ENERGY IN BENT METAL AND TO SELECT CUTTING POINTS ACCORDINGLY. OPERATIVES TO ENSURE FEET ARE AWAY FROM MATERIAL BEING CUT. CARE TO BE TAKEN TO ENSURE THAT MATERIALS FOR PROCESSING ARE ONLY PLACED ONTO FLAT GROUND. USE CORRECT DISC FOR MATERIAL BEING CUT. INSPECT SAW BEFORE USE (PARTICULARLY GUARD & BLADE BOLT). USE EYE PROTECTION (CLASS 1 SUCH AS GOGGLES OR VISOR). USE EAR PROTECTION. CLOSED VESSELS PARTICULARLY TANKS PREVIOUSLY CONTAINING FLAMMABLE MATERIALS TO BE OPENED BY COLD METHODS OR TO BE GAS TESTED PRIOR TO HOT CUTTING COMMENCING.</p>	3	2	6
13	MOBILE PLANT OPERATIONS	OPERATIVES OTHER WORKERS/ VISITORS	<p>HAZARDS Initial Risk Rating</p> <p>INJURY TO OPERATIVES AND OUTSIDE PERSONNEL. DAMAGE TO PLANT AND RETAINED SURROUNDING STRUCTURE. DAMAGE TO UNDERGROUND SERVICES.</p>	4	4	16
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>ACCESS TO WORKING AREA TO BE RESTRICTED. ALL PLANT OPERATORS TO BE TRAINED IN OPERATION OF SPECIFIC TYPES OF PLANT. BANKSMAN TO BE IN ATTENDANCE WHEN NECESSARY. PLANT TO HAVE A MINIMUM OF 2 FEET CLEARANCE TO SURROUNDING STRUCTURES. SURVEY FOR UNDERGROUND VOIDS TO BE CARRIED OUT PRIOR TO START OF WORK. ALL DIESEL POWERED CONSTRUCTION PLANT TO HAVE FIRE PROTECTION SYSTEM FITTED TO MINIMUM OF ZONE 2 STANDARD OPERATIVES TO CARRY OUT AND RECORD DAILY INSPECTIONS – NOTIFY ANY DEFECTS TO PLANT MANAGER ALL EQUIPMENT TO BE INSPECTED AND TESTED AS REQUIRED BY PUWER (AND LOLER IF APPROPRIATE)</p>	4	2	8
16	WASTE DISPOSAL	OPERATIVES OTHER WORKERS/ VISITORS PUBLIC/ TRESPASSERS	<p>HAZARDS Initial Risk Rating</p> <p>EXPOSURE OF PERSONNEL/ PUBLIC TO ASBESTOS FIBRES FROM SPLIT BAGS EXPOSURE OF PERSONNEL/ PUBLIC TO CONTAMINATED MATERIALS FLY-TIPPED WASTE BIOHAZARD / ENVIRONMENTAL ISSUES FROM WASTE STORED FOR LONG PERIODS</p>	3	4	12



RISK ASSESSMENTS				Rev 12-10/23		
RA REF	TASK/ ACTIVITY	PERSONS AT RISK	HAZARDS + RELATED CONTROL MEASURES	Risk Rating		
				S	L	RR
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>ALL WASTE WASTE TO BE REMOVED FROM BUILDING AT AGREED TIME AND ON SPECIFIC WASTE ROUTES WASTE TO BE LOADED AS SOON AS PRACTICABLE INTO SUITABLE CONTAINERS (EG RO-RO SKIP) DESIGNATED SKIPS TO BE USED AND WASTE TRANSPORTED BY LICENSEDCARRIERS. WASTE TO BE DISPOSE AT LICENCED FACILTIES ASBESTOS WASTE SPARE BAGS AND TAPE TO BE AVAILABLE WHILST IN TRANSIT. REASSURANCE AIR MONITORING TO BE CARRIED OUT IF DEEMED NECESSARY BY ANALYST/SITE SUPERVISOR/CLIENT.</p>	3	2	6
17	STORAGE/USE OF MATERIALS	OPERATIVES OTHER WORKERS/ VISITORS PUBLIC/ TRESPASSERS	<p>HAZARDS Initial Risk Rating</p> <p>RELEASE OF FLAMMABLES/CHEMICALS, SUBSEQUENT FIRE EXPLOSION RISKS. TOXIC EFFECTS ON HEALTH FALLING MATERIALS</p>	3	4	12
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>ALL MATERIAL TO BE STORED ACCORDING TO INDIVIDUAL COSHH SPECIFICATIONS. USERS OF MATERIALS WILL BE TRAINED/SUPERVISED AND ISSUED WITH PPE IF APPROPRIATE. MATERIAL TO BE STORED IN A SAFE MANNER.</p>	3	2	6
18	RE-FUELLING OF DIESEL PLANT/ EQUIPMENT	OPERATIVES	<p>HAZARDS Initial Risk Rating</p> <p>DIESEL SPILLAGE CONTACT WITH SKIN</p>	3	4	12
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>SUITABLE CONTAINERS/FUNNEL TO BE USED WHEN RE-FUELLING. ABSORBENT GRANULES TO BE AVAILABLE IN CASE OF SPILLAGE. OPERATIVES TO WEAR RUBBER/PLASTIC GLOVES AT ALL TIMES DURING RE-FUELLING AND POSITIONING OF HOSES</p>	3	2	6
19	INSPECTION & SERVICING OF DIESEL POWERED PLANT AND MACHINERY	OPERATIVES	<p>HAZARDS Initial Risk Rating</p> <p>SPILLAGE OF OIL OR DIESEL. INJURY DUE TO TRAPPING OF LIMBS. INSPECTION DOORS OR COWLING ARE CLOSED FALLING FROM HEIGHT. STEPS AND ACCESS WAYS ON MACHINERY INVARIABLY BECOME SLIPPERY DUE TO OIL SPILLAGE. MANUAL HANDLING OF OIL DRUMS AND PLANT COMPONENTS</p>	3	3	9



RISK ASSESSMENTS						Rev 12-10/23
RA REF	TASK/ ACTIVITY	PERSONS AT RISK	HAZARDS + RELATED CONTROL MEASURES	Risk Rating		
				S	L	RR
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>FUNNEL AND AIR PUMPS SHOULD BE USED WHEN HANDLING OILS OR FUELS. CARE TO BE TAKEN WHEN OPENING AND CLOSING DOORS AND COWLINGS</p> <p>MACHINE STEPS AND WALKWAYS TO BE KEPT CLEAN.</p> <p>USE OF SAFETY HARNESS TO BE CONSIDERED WHEN WORKING AT HEIGHT</p>	3	2	6
20	MEN WORKING AT HEIGHT REMOVING ASBESTOS CEMENT SHEET	OPERATIVES	<p>HAZARDS Initial Risk Rating</p> <p>FALLS FROM HEIGHT.</p> <p>FALLS OF BROKEN SHEETING, EDGING OR COPING MATERIAL</p> <p>FALLS OF EQUIPMENT OR TOOLS.</p> <p>RELEASE OF ASBESTOS FIBRES.</p>	4	4	16
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>INSPECT TO IDENTIFY FRAGILE AREAS.</p> <p>PROVIDE SAFE ACCESS TO AND EGRESS FROM WORK AREA.</p> <p>FORM EXCLUSION ZONE TO PREVENT UNAUTHORISED ACCESS. WHEREVER PRACTICABLE, WORK FROM BELOW.</p> <p>USE ROOF LADDERS, CRAWLING BOARDS, SAFETY HARNESSES ETC.,</p> <p>LIMIT HANDLING TO PREVENT DUST/FIBRE RELEASE.</p> <p>REMOVE SHEETS WHOLE WHEREVER POSSIBLE.</p> <p>DAMP DOWN BROKEN SHEETS</p> <p>CARRY OUT REMOTE DEMOLITION WHERE THE ASBESTOS CEMENT IS IDENTIFIED AS BEING OF A WEAK/FRAGILE NATURE.</p>	4	2	8
21	WORKING NEAR CHEMICALS AND CHEMICALLY CONTAMINATED EQUIPMENT	OPERATIVES	<p>HAZARDS Initial Risk Rating</p> <p>TOXIC EFFECTS ON HEALTH</p>	3	4	12
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>ENSURE THAT THE DECONTAMINATION AND WASTE DIPOSAL PROCEDURES ARE UNDERSTOOD AND THAT ANY TOOLS OR MATERIALS REQUIRED TO DEAL WITH SPILLAGES ARE AVAILABLE.</p> <p>REFER TO THE APPROPRIATE COSHH ASSESSMENTS FOR THE MATERIALS AND SUBSTANCES WITH WHICH CONTACT IS LIKELY.</p>	3	2	6
22	WORK ADJACENT TO PUBLIC AREAS	OPERATIVES OTHER WORKERS/ VISITORS PUBLIC/ TRESPASSERS	<p>HAZARDS Initial Risk Rating</p> <p>MATERIALS AND EQUIPMENT FALLING ONTO GENERAL PUBLIC</p>	3	4	12
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>SITE TO BE FENCED OFF TO PREVENT PUBLIC ACCESS.</p> <p>WARNING SIGNS POSTED TO WARN PUBLIC.</p> <p>EXCLUSION ZONE TO BE OF SUFFICIENT SIZE TO CONTAIN THE DEMOLITION WORKERS.</p> <p>DEBRIS NETTING TO BE USED WHERE APPROPRIATE.</p> <p>NCE AIR MONITORING TO BE CARRIED OUT IF DEEMED NECESSARY BY ANALYST/SITE SUPERVISOR/CLIENT.</p>	3	2	6



RISK ASSESSMENTS				Rev 12-10/23		
RA REF	TASK/ ACTIVITY	PERSONS AT RISK	HAZARDS + RELATED CONTROL MEASURES	Risk Rating		
				S	L	RR
23	TRESPASS BY UNAUTHORISED PERSONNEL AND SITE HEAD COUNT OF OPERATIVES	OPERATIVES OTHER WORKERS/ VISITORS PUBLIC/ TRESPASSER	<p>HAZARDS Initial Risk Rating</p> <p>INJURIES TO PERSONNEL. DIFFICULTIES IN ENFORCING EXCLUSION ZONES. INABILITY TO CLEAR SITE IN EMERGENCY</p>	3	4	12
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>ALL OPERATIVES TO BE HEAD COUNTED AT THE START OF EACH DAY AND DETAILS RECORDED. WARNING NOTICES TO BE ERECTED TO ADVISE OF DANGER AREAS AND SITE GATES TO BE KEPT CLOSED AT ALL TIMES UNLESS OPEN FOR ACCESS OF PLANT REMOVE ANY UNAUTHORISED PERSONS FROM SITE</p>	3	2	6
28	WORK IN POOR GROUND CONDITIONS	OPERATIVES OTHER WORKERS/ VISITORS	<p>HAZARDS Initial Risk Rating</p> <p>COLLAPSE OF UNDERGROUND VOIDS. TRIPPING HAZARDS. SLIPPERY SURFACES.</p>	3	4	12
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>SITE TO BE SURVEYED TO ESTABLISH THE LOCATION OF ANY UNDERGROUND VOIDS AND THESE TO BE EITHER OPENED AND TEMPORARILY FILLED OR MARKED AT GROUND LEVEL. OPERATIVES NOT TO WALK OR WORK ON UNEVEN OR SLIPPERY GROUND. SMALL HOLES IN THE GROUND CAN BE THE CAUSE OF SERIOUS LEG AND ANKLE INJURIES.</p>	3	2	6
30	WORKING IN OR NEAR EXCAVATIONS	OPERATIVES OTHER WORKERS/ VISITORS	<p>HAZARDS Initial Risk Rating</p> <p>COLLAPSE OF EXCAVATION. COLLAPSE OF EXCAVATED MATERIAL STOCK PILE. FALLING OF PERSONAL OR PLANT INTO EXCAVATION. DISTURBANCE OF UNDERGROUND SERVICES.</p>	4	4	16
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>SUITABLE SHORING TO BE USED. EXCAVATED MATERIAL TO BE PLACED AWAY FROM EXCAVATION. EDGES OF EXCAVATION TO BE BARRIERED AROUND. AREA TO BE SURVEYED PRIOR TO WORK COMMENCING. WORK WITHIN EXCAVATIONS TO BE AVOIDED WHENEVER POSSIBLE. OBTAIN A PERMIT OR WRITTEN PERMISSION FROM A COMPETENT PERSON PRIOR TO COMMENCING WORK. INSPECTIONS TO BE CARRIED OUT AS APPROPRIATE.</p>	4	2	8
41	BREAKING & EXCAVATING OF SLABS, HARDSTANDING & FOUNDATIONS	OPERATIVES OTHER WORKERS/ VISITORS/ PUBLIC	<p>HAZARDS Initial Risk Rating</p> <p>UNDERGROUND SERVICE STRIKE LEADING TO EXPLOSION, DISRUPTION TO INFRASTRUCTURE AND/OR PERSONAL INJURY/FATALITY PERSONNEL EXPOSURE TO HAZARDOUS SUBSTANCES IN GROUND (EG ASBESTOS, TOXIC GASES / VAPOURS OR OTHER CONTAMINATION) LEADING TO ILL HEALTH NOISE FROM HYDRAULIC BREAKERS INHALATION OF DUST FROM BREAKING OUT OPERATIONS</p>	4	4	16



RISK ASSESSMENTS				Rev 12-10/23		
RA REF	TASK/ ACTIVITY	PERSONS AT RISK	HAZARDS + RELATED CONTROL MEASURES	Risk Rating		
				S	L	RR
			<p>CONTROL MEASURES Residual Risk Rating</p> <p>ALL KNOWN SERVICES TO BE DISCONNECTED IF POSSIBLE, PRIOR TO BREAKING OUT WORKS</p> <p>ANY LIVE SERVICES TO BE CLEARLY MARKED AND STAND-OFF ESTABLISHED</p> <p>AREA TO BE CAT SCANNED FOR ROGUE CONNECTIONS & POSITIVE READINGS INVESTIGATED</p> <p>PERMIT TO DIG TO BE ISSUED</p> <p>PCI & ANY GROUND REPORTS TO BE REFERRED TO FOR POSSIBLE PRESENCE OF CONTAMINATION</p> <p>WATCHING BRIEF DURING EXCAVATION FOR POSSIBLE CONTAMINANTS</p> <p>WORKS TO BE HALTED IF ANY CONTAMINATION IS SUSPECTED, AREA QUARANTINED AND MANAGEMENT INFORMED SO SUBSTANCE CAN BE TESTED AND ACTION PLAN FORMED</p> <p>HEARING PROTECTION ZONES TO BE ESTABLISHED AND DEMARCATED WITH SIGNAGE DISPLAYED</p> <p>ALL MACHINE OPERATIVES TO KEEP WINDOWS AND DOORS SHUT DURING BREAKING OPERATIONS</p> <p>ANY GROUND OPERATIVES WITHIN HEARING PROTECTION ZONE TO WEAR EAR DEFENDERS</p> <p>NOISE LEVELS TO BE MONITORED TO ENSURE THAT PROTECTION ZONE AREA IS ADEQUATE</p> <p>DUST EMISSIONS TO BE MONITORED BY SUPERVISOR AND DUST SUPPRESSION UTILISED WHERE REQUIRED</p>	4	1	4



PERSONAL PROTECTIVE EQUIPMENT (PPE) ASSESSMENT																
PARTS OF BODY AT RISK	RISK															
	FALLS FROM HEIGHT	BLOWS, IMPACTS, CUTS	STABS, CUTS, GRAZES	VIBRATION	SLIPS, TRIPS, FALLS	HEAT/FIRE	COLD/INCLEMENT WEATHER	IMMERSION	NON-IONISING RADIATION	IONISING RADIATION	ELECTRICAL	NOISE	DUST/FIBRES	FUMES	SPLASHES/SPURTS	GASES/VAPOURS
CRANIUM		X	X													
EARS											X	X				
EYES												X	X	X	X	
RESPIRATORY TRACT												X	X	X	X	
FACE		X	X		X									X		
WHOLE HEAD		X	X													
HANDS		X	X	X	X	X	X					X		X		
ARMS (Parts)		X	X	X												
FEET		X	X			X	X	X								
LEGS (Parts)		X	X		X	X	X	X								
SKIN		X	X		X	X	X	X				X		X	X	
TRUNK/ABDOMEN		X	X			X	X	X								
WHOLE BODY	X			X	X	X	X	X								
OTHER FACTORS WHICH MAY BE RELEVANT IN SELECTION/USE OF PPE																
IS A COMBINATION OF PPE (IF APPROPRIATE) A FACTOR?												YES/ NO				
IS PHYSICAL EFFORT A FACTOR IN CHOICE OF PPE?												YES/ NO				
ANY OTHER FACTORS IN CHOICE OF PPE? (SPECIFY)												YES /NO				
IS VISIBILITY A FACTOR IN CHOICE OF PPE?												YES/ NO				
IS COMMUNICATION A FACTOR IN CHOICE OF PPE?												YES /NO				
PPE TO MINIMISE THE RISKS IDENTIFIED INCLUDES:																
MANDATORY: SAFETY HELMET, SAFETY BOOTS, LIGHT EYE PROTECTION, GLOVES (GENERAL USE, eg RIGGERS), HI-VIS CLOTHING (VEST OR JACKET), WET WEATHER GEAR								TASK SPECIFIC: ORI-NASAL MASKS (WITH APPROPRIATE FILTER), DUST MASK, VISOR (TINTED OR NON-TINTED), GLOVES (TASK SPECIFIC eg BURNERS GAUNTLETS), HARNESS/LANYARD (OR OTHER FALL ARREST SYSTEM), FR GRADE OVERALLS, DISPOSABLE OVERALLS								
THIS ASSESSMENT TAKES INTO ACCOUNT GENERAL DEMOLITION ACTIVITIES – ADDITIONAL/DIFFERENT PPE REQUIRED AS A RESULT OF PROCESSES OUTSIDE THE SCOPE OF THIS ASSESSMENT WILL BE DETAILED IN THE RELATED METHOD STATEMENT AS A SEPARATE ISSUE																
IMPORTANT NOTE: PPE IS USED AS THE LAST OPTION OF PROTECTION - NOT THE FIRST. WHEREVER REASONABLY PRACTICABLE, METHODOLOGY IS SELECTED TO ISOLATE PERSONNEL FROM THE HAZARD AND RELATED RISK																
Assessment by:																



COSHH Products (Operational Substances)

COSHH products on demolition Sites fall into three categories:

- i) Products brought onto site for use by Company personnel
- ii) Substances generated as a result of Company processes, eg dust, metal fume
- iii) Substances present on site left as contamination/residue resulting from Client processes previous to demolition activities commencing

Categories i) and ii)

COSHH Assessments are carried out by utilisation of Materials Safety Data Sheets (MSDS) or information provided by other third parties and review of actual usage/generation on sites by Company personnel.

Providing the control measures listed in the appropriate COSHH Assessment are adhered to, it is considered that the risk from products is as low as is reasonably practicable.

The assessments are reviewed on an annual basis, as part of the Safety, Health and Environmental process, or sooner if considered necessary/conditions dictate.

Category iii)

Information is provided by the Client, generally Materials Safety Data Sheets, this will be assessed and appropriate control measures, dependent upon the hazards presented by the substance(s), will be implemented. These control measures may include, but not be limited to, selection of methodology, use of personal protective equipment (PPE), disposal of waste.

In the event of a range of substances spread throughout the Site, a site-wide COSHH Assessment will be carried out.

MSDS will be obtained, either from the Client or other source(s), and details recorded of location(s) of the substances, Risk and Safety Phrases and brief details of control measures. Details of this information will be recorded onto a COSHH Assessment (Site Wide).

Upon completion of information input, the QHSE Advisor or other competent person will carry out a review of the site-wide assessment to establish suitable methodologies and/or control measures commensurate with the risks the substances present..

Selection of Methodology, PPE and control measures take cognisance of the hazards presented by such substances. Selection is made so as to minimise risks to all personnel who may be affected by our works to a level that is as low as is reasonably practicable.

COSHH Assessment Reference	Identified Risks	Location
SF04-08-05 (01)	Ad Blue	Refer to COSHH folder on Adobe
SF04-08-05 (02)	Antibacterial Surface Cleanser (Astonish)	Refer to COSHH folder on Adobe
SF04-08-05 (03)	Bleach	Refer to COSHH folder on Adobe
SF04-08-05 (04)	Lithium EP2 Grease	Refer to COSHH folder on Adobe
SF04-08-05 (05)	Eyewash Pods	Refer to COSHH folder on Adobe
SF04-08-05 (06)	Line Marker	Refer to COSHH folder on Adobe
SF04-08-05 (07)	Fire Extinguisher CO2	Refer to COSHH folder on Adobe
SF04-08-05 (08)	Fire Extinguisher Foam	Refer to COSHH folder on Adobe
SF04-08-05 (09)	Fire Extinguisher Water	Refer to COSHH folder on Adobe
SF04-08-05 (10)	Oxygen	Refer to COSHH folder on Adobe
SF04-08-05 (11)	Propane	Refer to COSHH folder on Adobe
SF04-08-05 (12)	2 Stroke Oil	Refer to COSHH folder on Adobe
SF04-08-05 (13)	WD40	Refer to COSHH folder on Adobe
SF04-08-05 (14)	Air Horn	Refer to COSHH folder on Adobe

SF04-08-05 (15)	Grease (for Kobelco Highreach)	Refer to COSHH folder on Adobe
SF04-08-05 (16)	Diesel Dye	Refer to COSHH folder on Adobe
SF04-08-05 (17)	White Diesel	Refer to COSHH folder on Adobe
SF04-08-05 (18)	Petrol	Refer to COSHH folder on Adobe
SF04-08-05 (19)	Brick Acid	Refer to COSHH folder on Adobe
SF04-08-05 (20)	Chisel Paste	Refer to COSHH folder on Adobe
SF04-08-05 (21)	Spray Adhesive	Refer to COSHH folder on Adobe
SF04-08-05 (22)	Expanding Foam	Refer to COSHH folder on Adobe
SF04-08-05 (23)	Fire Extinguisher Powder	Refer to COSHH folder on Adobe
SF04-08-05 (24)	Pine Disinfectant	Refer to COSHH folder on Adobe
SF04-08-05 (25)	Roadmaster Linemarker	Refer to COSHH folder on Adobe
SF04-08-05 (26)	Furniture Polish (Duzzit)	Refer to COSHH folder on Adobe
SF04-08-05 (27)	Washing up Liquid (Fairy)	Refer to COSHH folder on Adobe
SF04-08-05 (28)	Hydraulic Oil	Refer to COSHH folder on Adobe
SF04-08-05 (29)	Engine Oil	Refer to COSHH folder on Adobe
SF04-08-05 (30)	Brick Concrete Dust	Refer to COSHH folder on Adobe
SF04-08-05 (31)	Grease (Raw Plant)	Refer to COSHH folder on Adobe
SF04-08-05 (32)	Grease (Raw Plant)	Refer to COSHH folder on Adobe

CONFIRMATION OF RAMS BRIEFING/S RECORD

ALL PERSONS SIGNING BELOW –

this is record of site/task specific induction – by signing below you confirm that:

- 1. The contents of the Method Statement/other document, Document Reference as above, have been explained to you or read by you and that you understand the contents and requirements detailed therein
- 2. You will work in a safe manner as detailed in the Method Statement
- 3. If you cannot follow the Method Statement due to any reason you will advise the Site Supervisor and work with them to review and change the Method Statement and Risk Assessment(s) if appropriate

NOTE: Personnel can receive induction into as many Method Statements/other Documents as needed but do not start work without receiving induction and ‘signing on’

Employee Name (Print)	Signed	Date

IMPORTANT NOTE TO SITE SUPERVISORS

This document is a record of Site Induction – all personnel on Site and carrying out works detailed within the document **MUST** receive induction and sign this Confirmation Record

CONFIRMATION OF RAMS BRIEFING/S RECORD (cont'd)

Date: 18.03.2024

Document Ref: RAMS – T6136 - Land off Old Gloucester Road

Rev: 01



Employee Name (Print)	Signed	Date

IMPORTANT NOTE TO SITE SUPERVISORS
This document is a record of Site Induction – all personnel on Site and carrying out works detailed within the document MUST receive induction and sign this Confirmation Record