

METHOD STATEMENT

FOR
ACCOMMODATION INSTALLATION
AT
EXAMPLE

10th June to 30th June 2008

Team Leader on site –
Contact No –

Prepared by
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Contact No – 07717 134388

On behalf of
Interserve
Ref: P.O.

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ATTACHMENTS

KYOOB SPACE LTD R.A.

Quinto Crane Hire J.M.S. & R.A. (To Follow)

PART 1: OBJECTIVE/METHOD OF WORK

The objective is to install accommodation 48 Bay Saturn 3 Storey Modules/Bays by using a mobile crane, including the on-site manufacture of the links (by joiners) on the pre-constructed units to form a three storey modular building.

Installation Sequence

The units will be delivered to site & lifted by a Kyoob Space approved subcontractor.

Installation dates as follows:

16 Bays over two days – 10th June 2008 & 11th June 2008

16 Bays over two days– 17th June 2008 & 18th June 2008

16 Bays over two days – 24th June 2008 & 25th June 2008

The first unit placed in position will be bay 1 Ground floor followed by bay 2 then 3 etc on to prepared foundation pads. There will be approx 30 minute intervals between deliveries to allow enough time for each lorry to access and leave site safely.

The joiner will access the roof via a ladder footed by competent person or the Geni (Cherry Picker Geni Z45) (who will be in attendance at all times during working at height) they will wear a harness complete with inertia reel attached to the crane. He will install bay joint covers.

He will then access the building and fit the links between the units.

Joiners

1. Will fit & seal link, link floors, walls and timber bay joints.

PART 2: SITE LOCATION

Interserve – Belmarsh Prison
Griffin Manor Way
Thamesmead
SE28 0AA

PART 3: Site Safety Induction

All Kyoob Space personnel and all their sub contractors will attend the site inductions and be in possession of a current CSCS safety card.

PART 4: PERSONAL PROTECTIVE EQUIPMENT (PPE)

The following PPE will be issued and used by each Kyoob Space Limited operative and their subcontractor whilst on site.

- Safety helmets
- Gloves
- Safety boots
- Light Eye Protection & Safety Goggles
- Hi-visibility Waterproof Jacket & Trousers to BSEN471-2003
- Hi-visibility Vests to BSEN471-2003

PART 5: WORKING EQUIPMENT

Dependant on the site, some or all of the following equipment may be used to complete the Objective:

- Ladder
- Hand tools
- Battery powered tools
- 110v electric tools
- 110v generator

PART 6: Plant EQUIPMENT

Mobile Crane (c/w current certs) qualified driver/operator.

- Cherry Picker – Geni Z45 (Driver to have full operator license)

PART 7: PREPARATION PRIOR TO ARRIVAL ON SITE

Client (Interserve to have prepared suitable site access. Foundation pads by Interserve.

PART 8: OPERATIONAL PROCEDURES ON SITE BY KYOOB SPACE LIMITED

TEAM LEADER:

1. Main Kyoob Space Ltd point of contact on-site.
2. Will request full permitry from Interserve to permit to lift and permit to work
3. Assembles all Kyoob Space Team & sub-con personnel connected with the Installation at the time & place as notified by Interserve for the site induction, Keep an up-to-date register of all Kyoob Space Team present on site
4. Checks entire team has correct PPE & correct certificates & documentation to carry out objective safely & effectively.
5. Presents Interserve with up to date installation sequence, test certificates & all relevant documents etc.
6. Compare risk assessment with site conditions. Ensure all traffic movements are in line with the task, if necessary determine and implements safety actions required.
7. Where previously unidentified hazards or other potential dangers are found, the task stops immediately & report findings to Interserve for further advice and guidance
8. Provides instruction to the Team accordingly and ensure all his team has read and understands the JMS & RA.

9. Ensures installation schedule maintained.
10. Ensures working area clean & tidy at all times
11. Sign-off & hand over on completion

ALL - BEFORE DEPARTING SITE: (Every Day)

1. Checks all working areas are cordoned off
2. Checks all materials & consumables are stored or recovered
2. Checks all tools been recovered from site
3. Checks all tools and equipment are accounted for and stowed correctly for travel.

PART 9: RISK ASSESSMENT BY Kyoob Space Limited

Risks specifically identified by Kyoob Space Limited (See Kyoob Space Ltd R.A. attached)

RISK PRECAUTIONS TO BE TAKEN

CHEMICAL HAZARDS No risks are present to the best of our knowledge.

TRAFFIC management (*If required*) will be in accordance with Interserve Traffic Management Plan. All operatives will wear appropriate personal protective equipment at all times whilst on site.

PEDESTRIANS: To keep to pedestrian designated routes at all times.

OVERHEAD CABLES Overhead electricity cables maybe present near the site, although not considered a danger to our proposed works, however care & attention will be used at all times when working within 15m of overhead power lines ref. HSE GS6 guidelines.

MANUAL HANDLING Where heavy lifting is required it is preferable, wherever possible, to use a mechanical device. Kyoob Space Limited operatives have been instructed in safe lifting techniques. If no hydraulic or mechanical lifters are available and the only option is to lift manually, the following must be observed for any lifting activity however small.

1. Use at least two people wherever possible;
2. Keep your back upright;
3. Bend your knees;
4. Co-ordinate your lift;
5. Check intended route for obstacles and/or obstructions;
6. If in doubt – do not attempt to lift.

PART 10: RISK ASSESSMENT BY INTERSERVE (Client)

None provided to date (04/06/08)

PART 11: ENVIRONMENTAL ISSUES

Kyooob Space Limited operations use non-invasive techniques and therefore have minimal effect on the environment

SITE WASTE All waste materials to be disposed of in line with Kyooob environmental procedures in the waste disposal facility provided on-site.

Prepared by Peter Wilson for Kyooob Space Ltd. Date 04/06/08 - PW/0115

SAMPLE