

ID	HS-MS-23	Person Responsible	G Collins	Date Last Updated	24-03-17	Revision	4	Status	Released
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**Unit 3, Europa Park, Appian Way, Grimsby,
N.E Lincolnshire DN31 2UT
Tel: 01472 359359**

Safety Method Statement & Risk Assessment for Sheeting Works

CLIENT & LOCATION

ABP – I.B.T – E202 - February 2019

PROJECT DETAILS

Manager: W Dee Contact No: 07740512399	Supervisor: P Burns Contact No: 077775435089
Emergency Contact Name: P Burns	Emergency Contact Number: 07775435089
TG20:13 Compliance Sheet No: N/A	Scaffold Design Drawing No: N/A
Activity: Using a handheld tool to remove old sheeting and then re-install new sheeting on AB Ports - I.B.T	

This Safety Method Statement has been prepared by PMC Scaffold & Access Ltd to identify the safest system of works for our Scaffolding Operatives on site and to identify any requirements of purchaser before the installation.

Revision: 1
Date: 18 November 2019
Name: William Dee
Position: H&S/Training Manager
Ref: ABP - IBT-06

Signature: 

This Method Statement & Risk Assessment has been issued by the above on behalf of PMC Scaffold & Access Ltd.

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Bluefin

To whom it may concern

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01 March 2018

CONFIRMATION OF INSURANCE – PMC SAFETY NETTING LTD, SAFESIDE NETTING LTD AND
PMC SCAFFOLD & ACCESS LTD

As requested by the above client, we are writing to confirm that we act as Insurance Brokers for the
client and that we have arranged insurances on it's behalf as detailed below:

Employers' liability

Insurer QBE Insurance (Europe) Ltd
Policy number To be advised
Type of policy Employers liability
Limit of indemnity £20,000,000 any one loss
Policy period 06 March 2018 to 05 March 2019

Public and products liability

Insurer QBE Insurance (Europe) Ltd
Policy number To be advised
Type of policy Public and products liability
Limit of indemnity £10,000,000 any one accident and in aggregate in any period of insurance for
products supplied
Including indemnity to principals clause
Policy period 06 March 2018 to 05 March 2019

Bluefin Insurance Services Limited (Registered Office: 1 Tower Place West, Tower Place, London, EC3R
9DU) Registered in England No. 931964. Authorised and regulated by the Financial Conduct Authority. Broker at LLOYDS

Certificate

This certificate confirms that

PMC Scaffold & Access Ltd

have appointed

Safety & Access Ltd

as designated
Health & Safety Consultants

Date issued: January 2019
Date expires: December 2019

Signed: 
Rick Statham CMOOSH HAS Dip.
Joint Managing Director




Constructionline
Silver Member

Certificate
of membership

P M C Scaffold & Access Ltd

Registration No. **140911**

Expiry Date: **20/11/2019**

This certifies that the firm named above has met pre-qualification requirements
appropriate to public and private sector procurement.


John Edmunds
Chief Executive Officer


Constructionline

PUBX 6441, Basingstoke, Hampshire, RG22 7JN
01444 692 0313 www.constructionline.co.uk

GENERAL ARRANGEMENTS

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1. Health, Safety And Welfare

The following Health, Safety and Welfare precautions and arrangements are required:

- 1.1 **Induction** – PMC operatives are all prior ABP - IBT inducted.
- 1.2 **Tool Box Talk's** - Following the induction the Scaffolding Operatives will read and sign this method statement and sign to accept these agreed conditions.
- 1.3 **Insurance** - PMC's Insurance certificate is contained within this document; a full size copy can be emailed through on request.
- 1.4 **Welfare** - Our Scaffolding Operatives are to utilise toilet and mess facilities provided by ABP - IBT
- 1.5 **First Aid**- First aid facilities are to be provided by ABP - IBT
- 1.6 **Supervision** – PMC will supervise their own works on site.
- 1.7 **Isolation of Work Area** – Ensure the Scaffolding Operatives have received there Permit to Work / Hot Work Permit for the area of intended work and that the area has been suitably isolated

2. Sequence

As per the ABP programme.

3. Personal Protective Equipment

Our operatives will wear at all times on site:-

Safety Helmets	EN 397
Safety Footwear – Lace up only -No Rigger, Dealer, Trainer or Shoe Types	EN ISO 20345
Hi-Visibility	EN 1150
Hand Protection	EN 388
Safety Harnesses	EN 361
Lanyards	EN355
Flame Retardant Overalls	EN ISO 11612
Eye protection	EN 166
FP 3 Half Mask Respirators	EN 149:2001

Additional personal protective equipment will be provided & worn as necessary to comply with any site specific rules: -

Hearing	EN 352
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4. Operatives & Workmanship

All Operatives engaged in this work activity will be from the PMC Scaffold & Access labour pool. Refer to skills training matrix for evidence of qualifications i.e. CISRS card number and grade of card (eg: Advanced Scaffolder, Scaffolder, Trainee Scaffolder or Labourer. All of our Operatives are to attend Principal Contractors or Clients site induction prior to starting work on site.

5. Emergency Procedures

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All of our operatives will attend the ABP-IBT site induction and will comply with the clients site emergency procedures.

Client will provide on site first aid facilities.

All of our operatives will report any accidents and incidents to PMC Scaffold & Access Ltd and within 15 minutes of the incident to ABP. A full report is to follow from PMC when required.

William Dee – H&S/Training Manager

Glenn Collins – H&S Director

Office

Mob – 07740 512399

Mob – 07949 898143

Tel – 01472 359359

6. Environmental Impact

All waste material will be removed from site upon completion of works.

Any substances that are subject to COSHH will have appropriate COSHH assessments and will only be used on site at Clients discretion. All waste will be disposed in the correct manner.

7. Monitoring and Compliance

PMC Scaffold & Access Ltd will ensure that this Method Statement is adhered to by means of regular monitoring carried out as part of our Safety Management System by our Supervisor.

8. Procedures for Changing this Method Statement

If as a result of changes of client requirements and/or work methods this can't be followed as laid out then work must stop and the Contracts Manager contacted to carry out a risk assessment and new method statement that safely meets the revised requirements of site.

PMC - ARRANGEMENTS

9. Scope of Work

Removal of sheeting with nibbling tool and the reinstallation of new sheeting.

10. Equipment to be used in the Work Activity

- Our operatives will use a hand-held nibbling tool and tech gun to install the screws.

11. Work Areas/Storage/Loading/Unloading of Materials and Movement of Materials

- Work areas will be segregated by mean of physical barrier with signs designating such.
- Materials will be stored in designated lay-down areas (by client) and will be kept in good order.
- Materials will be loaded/unloaded by manual Handling. No Climbing onto the back of the vehicle at any time. Materials will be loaded in a way to eliminate the need for accessing the vehicle.
- Materials will be delivered and collected form site by Flat back van and will obey site speed limits/rules.

12. Access and Egress to the Work Area

Monday, 18 November 2019



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- PMC Operatives to follow walkways or roads to the work area, maintaining awareness of their underfoot conditions and either removing or making the Client aware of any poor conditions.

13. Raising of Scaffold Components

The hoisting of materials by our operatives to their work level will be by one or all of the following means (if printed in **BOLD AND UNDERLINED** items will apply to this site):

- Carried by hand.
- Gin wheel and rope, having a max SWL of 50 KG (18mm ø natural fibre rope).
- Electromechanical goods hoist used within certified load limits
- By crane onto purpose-built landing platform.
- Trained and competent slinger/signaler to be used for any lifting and slinging operations.

14. Work Method/Procedure

- PMC operatives will wear all aforementioned PPE/RPE for the task
- The operatives will access the area by the pre-installed scaffold.
- The PMC Operative will remove the existing sheeting with the use of nibbling tool.
- The sheeting will be removed and disposed of.
- New sheeting will be installed and fixed in place.

PMC - Risk Assessments

Potential Severity of Injury x Likelihood of Injury Occurring = Risk.

SEVERITY	LIKELIHOOD	RISK RATING BEFORE CONTROL MEASURE & AFTER IMPLEMENTATION
Fatal Major / Illness / Injury - 3	Certain / More than likely - could occur 3	6 - 9 = High
Injury or Illness causing - lost time 2	Reasonably likely to occur - 2	4 - 5 = Medium
Minor Illness / Injury - 1	Seldom or very unlikely to - to occur 1	0 - 3 = Low

If Residual Risk Remains High an alternative safe System of Work Must be Used.

Hazard	At Risk	Severity (1)	Likelihood (2)	Risk Without any control (1) x (2)	PMC Controls Measures	Residual Risk Rating following implementation of the control
Unknown site hazards	All Scaffolding operatives (Major Injury)	3	2	6	All operatives to attend client site induction on first visit to site.	2
Noise	Scaffolders, Supervision and Site Personnel	3	2	6	During permit issue, scaffolders are to be informed if noise levels in the area of work are to exceed the recommended daily exposure limits. Hearing protection is then to be worn by all operatives. BS EN 352	3
Contact with delivery/collect on vehicles.	Scaffolders, supervision, site personnel and the general public (Fatal Injury)	3	2	6	Materials to be delivered/collected from site by Lorry utilising an agreed traffic route. Banks-man to be used for reversing, and in areas where driver's vision is restricted.	3
Trips and slips over our materials whilst being stored on site or whilst being used during erection, dismantle.	Scaffolders, supervision, site personnel and the general public (Major or Minor Injury)	2	2	4	Work area to be cordoned off by suitable means to prevent access, storage of materials within the work area will be subject to good housekeeping. Client to ensure general access and egress on site remains suitable, and that access is available for Scaffolders to manoeuvre Scaffolding materials.	2
Fall of materials during movement on site and during erection and dismantle.	Scaffolders, supervision, site personnel and the general public (Fatal injury, major Injury)	3	2	6	The work area is to be cordoned off using suitable means to prevent access. Materials to be stored by suitable means to prevent inadvertent movement	3

Hazard	At Risk	Severity (1)	Likelihood (2)	Risk Without any control (1) x (2)	PMC Controls Measures	Residual Risk Rating following implementation of the control
Environmental conditions (wind, rain etc.) during erection / dismantling	Scaffolders and supervision (Major or minor injury)	2	3	6	Supervision will monitor the environmental working conditions to ensure that employees are not put at risk. Wet weather gear may be utilised, however Supervision will determine when work will cease due to environmental conditions eg: high wind, snow, frost, heavy rain, heat etc	2
Substances hazardous To health	Scaffolders, supervision, site personnel and the general public (Major injury, long term health problems)	3	2	6	Client contacted by Operations Manager to Identify any substances that are planned to be used by client or other sub-contractors that could cause risk to Scaffolders on site. Refer to the relevant COSHH assessment for the substance and follow the control measures and PPE requirements. Very low risk for Scaffolding on site from Scaffolding works.	2
Leptospirosis / Weil's Disease	Scaffolders and Supervision	2	2	4	Wear gloves whilst working, wash hands before eating, drinking or smoking. Wash any cuts or grazes immediately with soap and water and cover all broken skin with waterproof plasters.	2
Lack of competence and/or supervision	Scaffolding operatives, Supervisors, scaffold users and members of the public (Fatal or Major Injury)	3	3	9	PMC operatives will hold CISRS Registration. Supervision will hold relevant supervisory training. All operatives will have all relevant training.	3
Access and Egress	Scaffolders, supervision and site personnel	2	2	4	All PMC personnel will follow the designated walkways and driving routes. Maintain awareness of underfoot conditions, ensure they remove and report obstructions.	2
Persons on site under the influence of alcohol & drugs	P.M.C. employees	2	1	3	The consumption of alcohol / drugs that affect the performance of an individual will not be tolerated. Anyone found under the influence of alcohol / drugs shall be removed from site & disciplinary measures taken.	1

Hazard	At Risk	Severity (1)	Likelihood (2)	Risk Without any control (1) x (2)	PMC Controls Measures	Residual Risk Rating following implementation of the control
Fire and Explosion	Scaffolders, supervision and site personnel	3	2	6	All PMC operatives are to attend the site induction to be made aware of the fire/explosion risks. All PMC operatives are to abide by all site rules regarding this and to familiarise themselves with all emergency procedures.	3
Smoking and Vaping	Scaffolders, supervision and site personnel	3	3	9	All PMC operatives are to attend the site induction to be made aware of the designated smoking/vaping areas. PMC operatives are only permitted to smoke/vape in these areas.	3
Mobile Phones	Scaffolders and Supervision	3	2	6	Mobile phones are not to be used anywhere on site. Mobile phones are to be used only in the designated areas highlighted during the induction.	3
Forklift Truck Activities	Scaffolders, Supervision and site personnel	3	3	9	All PMC operatives are to abide by all site rules and only to use designated walkways. High visibility clothing is to be worn at all times to make visible to forklift drivers.	3
Lighting, task and access	Scaffolders, Supervision and site personnel	3	2	6	PMC operatives are to utilize the onsite permanent lighting. Should this lighting fail all PMC operatives are to stop work immediately and seek advice from PMC.	3
Electricity.	Scaffolders and supervision (Fatal or Major Injury)	3	2	6	Site visited by Contracts Manager or Supervisor to identify any overhead, underground (eg: if using ground anchors) or other electrical hazards and discuss with client actions to be taken (eg: isolation) prior to any works commencing. Client to Identify electrical hazard and be responsible for any isolation work that may be required. Client to be responsible for obtaining all work permits and authorisations from suppliers.	3
Iron Ore – Coal	Scaffolders, supervision and site personnel	2	2	4	All PMC operatives to wear appropriate RPE – FP3 Mandatory	2
Fall/failure of ladders whilst in use	P.M.C. employees & site workers	3	3	9	Ladders will be inspected prior to use. Ladders will only be used if an operative has a second operative to foot them. Ladders will only be used for short duration only	3

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PMC - Risk Assessments - Conclusion

Notes:

- 1) This generic risk assessment is used as the starting point for detailed site-specific risk assessments
- 2) All items in **red** are not found on all sites and therefore need to be deleted on site specific risk assessments, unless they apply to that site
- 3) Where residual risk is not recorded this must be inserted after a thorough risk assessment that considers the control measures listed
- 4) Rows are left to be completed if any extra site hazards are present, these will be deleted if no other hazards present
- 5) Each site-specific risk assessment must not contain any **red** type

Are any residual risks recorded as High	No
Are any residual risk recorded as Medium	No

If still **Medium** residual risk, please record any extra precautions and/or justification to continue work below:

(eg: very short duration work with one to one supervision, extra fall restraint or fall arrest equipment needed etc)

Are all residual risks recorded as Low	Yes
Can work now be carried out safely	Yes

Risk assessment Undertaken by:	William Dee Health & Safety Manager	Date: 15/02/2019
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► **High (6-9) = HIGH RISK**

STOP TASK - SEEK ADVICE – DETERMINE A SAFER SYSTEM OF WORK

► **Medium (4-5) = MEDIUM RISK**

ASCERTAIN IF FURTHER CONTROLS ARE PRACTICABLE WHEREVER POSSIBLE

► **Low (1-3) = LOW RISK**

SUITABLY SAFE WORKING

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Method Statement/Risk Assessment Acceptance – SITE COPY

I confirm that this Risk Assessment and Method Statement (RAMS) has been explained to me by way of a pre start toolbox talk and I confirm I understand the contents and agree to work in strict compliance to the working methods outlined:

Client - ABP - IBT

Project - Removal of Sheeting and Installation of new sheeting

[illegible]

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Method Statement/Risk Assessment Acceptance – PMC OFFICE COPY

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Appendix

