



WALSALL HUB

HERITAGE STATEMENT: APPENDIX D SAFETY METHOD STATEMENT AND RISK ASSESSMENT

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SAFETY METHOD STATEMENT

AND RISK ASSESSMENTS

For Walsall Library

TO CLASSIC ROOFING MAINTENANCE FOREMAN

SAFETY METHOD STATEMENT

Attached please find safety method statement, which should be read in conjunction with the risk assessments, and specification for the works where appropriate.

Please make sure that you understand and agree with these, and that all persons likely to be affected are aware of what is required.

In the event of any error, or amendments being required, please contact your supervisor immediately.

Signed – O.Beaumont

Date – 02/01/18

Please acknowledge receipt of these instructions by signing below.

SIGNED	NAME	DATE
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METHOD STATEMENT
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SECTION 1 - PROJECT OVERVIEW

1.1 Site Address – Walsall Central Library, Lichfield Street, Walsall, WS1 1TR

1.2 Location on Site – Roof

1.3 Principal Contractor – Willmott Dixon

1.4 Planning Co-ordinator – Willmott Dixon

1.5 General Nature of Works – Sika liquid plastics waterproofing/clay tiling

1.6 Proposed start date – TBA

1.7 Duration of works – TBA

SECTION 2 – COMMUNICATION

<u>TITLE</u>	<u>COMPANY</u>	<u>CONTACT/TELEPHONE</u>
2.1 CLIENT		
2.3 PRINCIPAL CONTRACTOR	WILLMOTT DIXON	SARAH NASH 01675 467666
2.4 CONTRACTOR	CLASSIC ROOFING MAINTENANCE	01922 721380
2.4 CONTRACTOR	CLASSIC ROOFING MAINTENANCE	
2.5 SUB-CONTRACTOR(S)		

SECTION 3 – SPECIAL SITE RULES

- 3.1 The client's representative will be advised if Classic Roofing Maintenance operatives have to leave site during the working day.
- 3.2 Smoking will only be permitted in areas designated by the client
- 3.3 All site operatives must remain in the vicinity of the work area unless authorised to be in other parts of the client's premises.
- 3.4 All operatives will be given an on-site induction

SECTION 4 – WELFARE

- 4.1 By main contractor

SECTION 5 – MEDICAL ARRANGEMENTS

- 5.1 A First Aid kit is located in the company vehicles.
- 5.2 All injuries must be reported to site agent.
- 5.3 Classic Roofing Maintenance Limited reporting procedures will apply.
- 5.4 Any incident involving injury/disease will be recorded in the accident book, and where required by RIDDOR reported to HSE, any incident of dangerous occurrence will also be recorded and reported where required.
- 5.5 Any incidents/accidents will be investigated by senior company personnel, and where appropriate, steps taken to prevent an occurrence.

SECTION 6 – EMERGENCY ARRANGEMENTS

- 6.1 Operatives will make themselves aware of the fire alarm signal, the procedure to be followed in the event of a fire and the assembly point to report to.
- 6.2 Hot work area always to be inspected one hour after hot work ceases and again before leaving site.
- 6.3 See also Main site Rules.
- 6.4 Classic Roofing Maintenance operatives to work in gangs, with minimum of 2 personnel.
- 6.5 In the event of an emergency the alarm should be raised in accordance with site procedures, as given at site induction.
- 6.6 Site representative and specialist advice should be sort before attempting any recovery.
- 6.7 More than one IPAF trained operative must be on site when operating mewps equipment, and all machines must have capacity for operating at ground level, should the need arise due to incapacity of the operative, or equipment failure.
- 6.8 Where appropriate, and if available, mewps equipment can be utilised to assist removing any injured parties to ground level.

SECTION 7 – HAZARD IDENTIFICATION / RISK ASSESSMENT

- 7.1 See attached risk assessment, reference numbers:-

Ref No	Operation Process	Yes/No	Ref No	Operation/Process	Yes/No
001A	Ladders	YES	011A	Working with Asbestos Cement Sheets	NO
002A	Working in Windy Conditions	YES	012A	Unauthorised Personnel	YES
003A	Mobile Towers	YES	013A	Transport on Site	NO
004A	Use of Mobile Elevated Work Platform	YES	014A	Fire	YES
005A	Work at Height	YES	015A	Noise & Vibration	YES
006A	Fragile Roofs	YES	016A	Forklift/Telehandler	YES
007A	Manual Handling	YES	017A	Use of Circular Saw	NO
008A	Existing Fixed Plant & Equipment	YES	018A	Use of cordless nail gun	NO
009A	Portable Electrical Tools On Site	YES	019A	Vibration Generating Tools	YES
010A	Use of Abrasive Wheels	NO	020A	Use of Mansafe System	NO

SECTION 8 – MATERIAL / EQUIPMENT STORAGE

8.1 There will be a storage area for Classic Roofing Maintenance materials as advised by site manager.

8.2 Storage areas and compounds for materials are to be cordoned off and agreed with the Site manager

8.3 All materials must be stacked and secured safely to prevent damage or danger.

SECTION 9 – PLANT, VEHICLES, EQUIPMENT, SPECIAL TOOLS.

9.1 Portable electric tools will be rated at 110v AC and approved power supplies reduced to 110v through transformers where necessary. Transformers will be connected directly to the power source.

9.2 All electric hand tools to be correctly certificated.

9.3 Tools and equipment are not to be left unattended on roof if leaving site.

SECTION 10 – CRANE RIGGING AND SLINGING

10.1 Not applicable.

SECTION 11 – HAZARDOUS MATERIALS / EQUIPMENT

11.1 See attached data sheets reference numbers

SECTION 12 – PERSONAL PROTECTIVE EQUIPMENT (PPE)

- 12.1 Hard hats will be worn at all times during access and egress.
- 12.2 Safety footwear will be worn at all times.
- 12.3 High visibility jacket/vest will be worn at all times.
- 12.4 Suitable eye protection will be worn when cutting.
- 12.5 Protective gloves will be worn at all times.
- 12.6 Ear defenders to be worn when operating certain equipment.
(See Noise Risk Assessment).
- 12.7 Should PPE become lost or damaged, contact your Supervisor who will arrange for replacements to be issued.

SECTION 13 – ACCESS / EGRESS

- 13.1 General Access
 - 13.1.1 Vehicle routes designated by the client will be followed at all times.
- 13.2 Specific Work Access
 - 13.2.1 Access for personnel to working area shall be by scaffolding provided by Willmott Dixon.

SECTION 14 – SCAFFOLD/SAFETY NETS

- 14.1 Scaffolding and access equipment shall be by Main Contractor to provide fall protection and safe working platform.
- 14.2 Inspection and recording of scaffold will be carried out by the main contractor.
- 14.3 Inspection and recording of safety nets will be carried out by the main contractor.

SECTION 15 – METHODS OF WORK

- 15.1 Advise Site Agent of where and when you intend to start work.
- 15.2 Make sure the scaffold is secure and ready for use.
- 15.3 Materials will be raised to work area by a forklift provided by Willmott Dixon.
- 15.4 Clean off the existing roof, and prep it ready to receive the new decothane ultra coating.

15.5 Apply an initial embedment coat of Decothane Ultra to the prepared, sound, surfaces, and whilst wet, strengthen by inserting Sika Reemat Premium glass fibre matting, followed by rolling until the mat is completely embedded and thoroughly saturated. Overlap adjacent areas already laid by 50mm ensuring sufficient embedment material is applied to these areas. At this stage, check the coating for pinholes and/or exposed matting and apply further material to correct if necessary. Allow to dry before applying the next coat.

15.6 Apply a final coat of Decothane Ultra (in a varying colour to the embedment coat) to these areas, again by roller, allow to dry.

15.7 Decothane Ultra should be installed in accordance with the manufacturer's recommendations, and by trained operatives.

15.8 Any details including roof lights will be removed and covered using plywood, these will be identified on site as required.

15.10 If there is anything in these method of works that you do not understand, stop work immediately and contact Classic Roofing Maintenance.

Method of works for clay tiling.

15.11 Advise Site Agent of where and when you intend to start work.

15.12 Check scaffold is in position and secure.

15.13 Materials will be raised to roof level by telehandler on to the roof.

15.14 Tiles and materials will be loaded out by hand.

15.15 Hook ladder will be used on both slopes for access of all areas of the roof, a handrail / scaffold will be erected along the eaves if the existing parapet doesn't conform to the HSE requirement.

15.16 All tiles will be lowered to the ground using a telehandler supplied and driven by Willmotts Dixon, and then disposed of in skips provided by classic roofing.

15.17 Install a breather felt on top of the existing close boarding, the new 25x50mm timber batten set at the correct gauge for the tile and the pitch of the roof. This will act as temporary waterproofing until the tiles and lead are in place.

15.18 Install new clay tiles as per manufacturer's details.

15.19 new code 5 lead will be installed to the hips and the ridge.

15.20 we have not included for any other lead work in the gutters or anywhere else on the building.

15.20 If there is anything you do not understand or cannot be done, stop work immediately and contact the office for further instruction.

SECTION 16 - PROVISION OF SERVICES

16.1 Power to be supplied by main contractor.

SECTION 17 – TEMPORARY WORKS / FACILITIES

17.1 By main contractor, if required.

SECTION 18 – NOISE AND ENVIRONMENT

18.1 It is envisaged that the operations involved will not produce any unacceptable levels of noise, see attached Noise and Vibration Assessment.

SECTION 19 – WASTE DISPOSAL

19.1 All site rubbish, debris off-cuts etc will be disposed of in main contractor skips.

SECTION 20 – SUB-CONTRACTED ELEMENTS

20.1 Not applicable

SECTION 21 – OTHER WORKS

21.1 Be aware that other contractors will be working in and around the building.

SECTION 22 – COMPLETION ARRANGEMENTS

22.1 Upon completion, permits to work are to be cancelled and any necessary documentation returned.

SECTION 23 – MONITORING AND REVIEW

23.1 The method of works will be monitored on an ongoing daily basis by the site foreman, and by contracts management at site visits.

23.2 The contracts manager will undertake a review of the methods of work etc, and issue any amendments required.

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/001A/1/1	
OPERATION/PROCESS	LADDERS						YES	NO
				CAN TASK BE ELIMINATED?				X
EXPOSED PERSONS		Less than 10	More than 10	<div>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</div> <div>Site Foreman to monitor that controls remain effective</div>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Fall of personnel from height			X	Ladders are only to be used as means of access/egress, not as working platform.	X		
2					If it is necessary to use a ladder, the ladder must be thoroughly inspected by competent person prior to its use.	X		
3					Any ladder used must be secured fully at its upper resting point, or if this is not possible securely fastened at a lower point.	X		
4					For short duration works, i.e., inspection or measure, a ladder may be footed by a second person but only under safe circumstances, i.e. not in windy conditions and not in any other potentially high risk situation.	X		
5	Fall of ladder from position			X	Exclude unauthorised personnel from area	X		
6	Fall of tools/equipment			X	Only to be used by trained and competent personnel	X		
7	Fall from ladder			X	Personnel must maintain 3 points of contact with the ladder at all times	X		

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/002A/1/1
OPERATION/PROCESS	WORKING IN WINDY CONDITIONS					YES	NO
		CAN TASK BE ELIMINATED?					X
EXPOSED PERSONS		Less than 10	More than 10	On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled. Site Foreman to monitor that controls remain effective			
Classic Roofing Maintenance Operatives or Sub-Contractors		X					
Other Operatives/Sub-Contractors on Site		X					
Others Users of Building		X					
Members of the Public		X					
Others - Specify		X					

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Operatives being blown over roof edge.			X	All roof work to cease at wind speed of 23 mph or above.	X		
2	Personnel being struck by materials.			X	Remove unwanted material from roof if possible.	X		
3	Materials being blown off roof.			X	Secure unused material, particularly insulation boards, plywood, roof sheets.	X		
4	Handling large sheets that are subject to more wind pressure.			X	Collect debris, packaging etc as work proceeds and remove from roof edge.	X		
5					Use multi person handling (or mechanical handling) for large sheets.	X		
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WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/003A/1/1
OPERATION/PROCESS	MOBILE TOWERS					YES	NO
		CAN TASK BE ELIMINATED?					X
EXPOSED PERSONS		Less than 10	More than 10	On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled. Site Foreman to monitor that controls remain effective			
Classic Roofing Maintenance Operatives or Sub-Contractors		X					
Other Operatives/Sub-Contractors on Site		X					
Others Users of Building		X					
Members of the Public		X					
Others - Specify		X					

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Fall from height			X	Only to be erected by trained and competent persons	X		
2	Overturning of Tower			X	Erect on firm stable ground	X		
3	Material/Plant Falling			X	Erect as per manufacturers instructions, fit toe boards and guard rails.	X		
4					Use internal stair/ladder only for access.	X		
5					Brake wheels before moving; do not ride on moving tower.	X		
6					Tie tower to building where possible.	X		
7					Erect exclusion zones around work area if necessary.	X		

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/004A/1/1	
OPERATION/PROCESS	USE OF MOBILE ELEVATED WORK PLATFORM (mewp)					YES	NO	
		CAN TASK BE ELIMINATED?					X	
EXPOSED PERSONS		Less than 10	More than 10	<div>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</div> <div>Site Foreman to monitor that controls remain effective</div>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Falling from machine			X	Only be used by trained and competent operatives, and a certificate of worthiness is to be examined on each machine prior to the commencement of its use, and to ensure that it is in date.	X		
2	Tipping over of machine			X	PRIOR TO EACH DAILY USE, a visual inspection is to be made of the wheels; hydraulic systems; guard rails and handrails.	X		
3	Trapping at height by machine			X	Prior to movement on site the area is to be inspected, particular attention being paid to overhead obstructions and ground conditions.	X		
4	Materials/equipment falling from machine			X	Only machines suitable for the terrain/ground conditions are to be used. If there is doubt to the capability of the machine or the condition of the ground, then no works are to proceed until further direction and consultation	X		
5	Struck by moving machine, or moving machine striking fixed object			X	In congested areas a Banksman should be utilised on the ground to ensure that all hazards are noted and other persons are aware of the movements of any mechanical plant, and/or an exclusion zone established, clearly delineated with barriers and signs	X		
6								

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/005A/1/1
OPERATION/PROCESS	WORK AT HEIGHT					YES	NO
		CAN TASK BE ELIMINATED?					X
EXPOSED PERSONS		Less than 10	More than 10	On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled. Site Foreman to monitor that controls remain effective			
Classic Roofing Maintenance Operatives or Sub-Contractors		X					
Other Operatives/Sub-Contractors on Site		X					
Others Users of Building		X					
Members of the Public		X					
Others - Specify		X					

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Injury/fatality from fall		X		Edge protection to be provided, i.e. scaffold, handrails, safety nets, etc	X		
2	Injury from falling equipment/materials		X		Edge protection to include provision to prevent items falling, i.e. toe boards, roof edge upstand, etc	X		
3					Prevent unauthorised access, i.e. barrier off area, remove/cover access ladders.	X		
4	Injury due to equipment failure		X		Equipment only to be used by trained and competent personnel, see separate risk assessment for mowps, towers, etc.	X		
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Classic Roofing Maintenance Ltd

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/006A/1/1	
OPERATION/PROCESS	FRAGILE ROOFS						YES	NO
				CAN TASK BE ELIMINATED?				X
EXPOSED PERSONS		Less than 10	More than 10	<div>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</div> <div>Site Foreman to monitor that controls remain effective</div>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Injury/fatality to personnel from falling through			x	Prevent access to area, i.e. barrier off, edge protection etc. Cover area with non-fragile material. Operatives to wear fall restraint safety harness.	x		
2	Injury/fatality to personnel from items falling through			x	Provide scaffold/safety net protection internally	x		
3					Barrier off area below, and/or provide lookout, to prevent unauthorised access	x		
4								
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7								

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/007A/1/1	
OPERATION/PROCESS	MANUAL HANDLING						YES	NO
			CAN TASK BE ELIMINATED?					X
EXPOSED PERSONS		Less than 10	More than 10	On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled. Site Foreman to monitor that controls remain effective				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Muscle strain injury if load heavy, or awkward			X	Personnel to receive manual handling training. Use multi person lift. Use mechanical handling equipment, where reasonably practical.	X		
2	Injury to limbs, slip, trip or fall.			X	Wear PPE i.e., gloves/boots.	X		
3	Impact/crushing injury from fall of material being carried			X	Maintain good housekeeping standards. Keep site tidy, avoid build up of waste/debris, avoid leaving trailing leads as trip hazard.	X		
4	Injury to limbs from sharp edges			X	Assess weight load and operatives physical capability prior to lifting.	X		
5	Difficulty of Access							
6								

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WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/008A/1/1	
OPERATION/PROCESS	EXISTING FIXED PLANT AND EQUIPMENT					YES	NO	
		CAN TASK BE ELIMINATED?					X	
EXPOSED PERSONS		Less than 10	More than 10	<div>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</div> <div>Site Foreman to monitor that controls remain effective</div>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Injury/fatality from electrocution/gas/compressed air/refrigerant			X	Prior to the commencement of fixing any component, inspection should be carried out to establish if any plant, electrical or otherwise, is installed adjacent to the working area, particular attention should be paid for any items 'hidden' inside an existing structure, that may be compromised by any fixing/drilling operations	X		
2	Fire resulting from drilling through services			X				
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6								

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/009A/1/1	
OPERATION/PROCESS	PORTABLE ELECTRICAL TOOLS ON SITE					YES	NO	
		CAN TASK BE ELIMINATED?					X	
EXPOSED PERSONS		Less than 10	More than 10	<p>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</p> <p>Site Foreman to monitor that controls remain effective</p>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Injury/fatality to user from electrocution			X	Only 110v tools may be used on site. They must be PAT tested at intervals of 12 weeks, the PAT testing is to be recorded and a copy kept at Head Office and on site. This shall record the item, plant no. if appropriate and the PAT testing date. A sticker is to be put on the tools indicating the date it was tested and the date for a re-test.	X		
2	Injury/fatality to others from trailing leads			X	Generally portable electric tools are to be kept clean and dry and cared for in good condition. Should a defect be noted to the tool or its lead, then it is to be taken out of use and reported to line management.	X		
3					Each tool must only be used for the purpose for which it was intended. Prior to using any operatives using the tools must be competent and capable of using the tool and have further instruction if not sure of its operation.	X		
4					It is necessary to use appropriate PPE when using power tools	X		
5					Some tools require local extraction when in operation, other tools require the application of water whilst in use, please see appropriate Method Statement, if in doubt discuss with line management.	X		

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WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/012A/1/1	
OPERATION/PROCESS	UNAUTHORISED PERSONNEL					YES	NO	
		CAN TASK BE ELIMINATED?					X	
EXPOSED PERSONS		Less than 10	More than 10	On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled. Site Foreman to monitor that controls remain effective				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Injury to other site personnel, or visitors			X	Unauthorised personnel are to be excluded from working areas by the erection of barriers or bunting and warning signs	X		
2	Injury to members of public, or third party			X	Chapter eight fencing or crown barrier.	X		
3					Herras fencing.	X		
4					Depending on the location the persons involved and the type of work being carried out, all of the above control measures are to be adopted and maintained.	X		
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Classic Roofing Maintenance Ltd

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/014A/1/1	
OPERATION/PROCESS	FIRE						YES	NO
				CAN TASK BE ELIMINATED?				X
EXPOSED PERSONS		Less than 10	More than 10	<div>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</div> <div>Site Foreman to monitor that controls remain effective</div>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Use of naked flame torch			x	Obtain hot work permit; store flammable materials away from sources of ignition; inspect the working area for further sources of ignition by other trades, e.g. welding/cutting	x		
2	Use of flammable material			x	Be aware that sparks from grinding operations can ignite flammable materials.	x		
3	Existing structure containing flammable material			x	When carrying out hot works, ensure that there are no hot works carried prior to the cessation of work to ensure that there are no latent smouldering items.	x		
4					Prior to commencing hot work operations, ensure that you have 2 certified and charged fire extinguishers appropriate for the type of work (consider C02; water; foam; dry powder extinguishers)	x		
5					See also main contractor fire risk assessment and procedures	x		

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WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/015A/1/1	
OPERATION/PROCESS	NOISE AND VIBRATION						YES	NO
			CAN TASK BE ELIMINATED?					X
EXPOSED PERSONS		Less than 10	More than 10	<div>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</div> <div>Site Foreman to monitor that controls remain effective</div>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Deafness from very loud noise			X	See Noise and Vibration Assessment, and do not exceed recommendations when using equipment	X		
2	Deafness from prolonged exposure to loud noises			X	Establish exclusion zone around activity where necessary, to exclude unauthorised personnel	X		
3	Hand arm vibration syndrome (HAVS)			X	Wear ear defenders as recommended by noise assessment	X		
4	Vibration white finger (VWF)			X	Report any symptoms suffered	X		
5								
6								
7								

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RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/016A/1/1	
OPERATION/PROCESS	FORKLIFT/TELEHANDLER					YES	NO	
		CAN TASK BE ELIMINATED?					X	
EXPOSED PERSONS		Less than 10	More than 10	On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled. Site Foreman to monitor that controls remain effective				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Tipping over of machine			x	Only be used by trained and competent operatives. A Current certificate of examination (with 12 months) to be available on site. A competent person to carry out weekly inspections and record results	x		
2	Materials/equipment falling from machine			x	PRIOR TO EACH DAILY USE, a visual inspection is to be made of the wheels and hydraulic systems.	x		
3	Struck by moving machine, or moving machine striking fixed object			x	Prior to movement on site the area is to be inspected, particular attention being paid to overhead obstructions and ground conditions.	x		
4	Hydraulic failure of lifting arm			x	Only machines suitable for the terrain/ground conditions are to be used. If there is doubt to the capability of the machine or the condition of the ground, then no works are to proceed until further direction and consultation	x		
5					In congested areas a Banksman should be utilised on the ground to ensure that all hazards are noted and other persons are aware of the movements of any mechanical plant, and/or an exclusion zone established, clearly delineated with barriers and signs.	x		
6					Safe working load must not be exceeded	x		
7					Reversing alarm and flashing amber beacon must be fitted.	x		
					Vehicle must not be used if side window adjacent lifting arm broken or missing.	x		

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WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

RISK ASSESSMENT		Assessed By O.Beaumont		Date	02/02/18	Number	CRM/019A/1/1	
OPERATION/PROCESS	VIBRATION GENERATING TOOLS						YES	NO
			CAN TASK BE ELIMINATED?					X
EXPOSED PERSONS		Less than 10	More than 10	<div>On every contract each assessment must be reviewed to ensure that all significant hazards and their risks are identified and controlled.</div> <div>Site Foreman to monitor that controls remain effective</div>				
Classic Roofing Maintenance Operatives or Sub-Contractors		X						
Other Operatives/Sub-Contractors on Site		X						
Others Users of Building		X						
Members of the Public		X						
Others - Specify		X						

No	HAZARD	DEGREE OF RISK			CONTROL MEASURES	RESIDUAL RISK		
		Low	Med	High		Low	Med	High
1	Hand arm vibration syndrome (HAVS)			X	Select 'low vibration' equipment where reasonably practical.	X		
2	Vibration white finger (VWF)			X	Keep use to a minimum by rotation of work activity, or staff	X		
3					See attached list of average tool assessments.	X		
4					Encourage operatives to report any apparent symptoms to supervisor.	X		
5								
6								
7								

WHEN THE DETAILED CONTROL MEASURES ARE ADHERED TO THE RISKS SHOULD BE REDUCED TO AN ACCEPTABLE LEVEL

VIBRATION AND NOISE ASSESSMENT FOR SMALL TOOLS

VIBRATION			VIBRATION M/s2		MAXIMUM DAILY USE		
	LOW		2.5		8 hours		
	MED		5.0		2 hours		
	MED		5.5		1½ hour		
	MED		7.5		1 hour		
	MED		8.0		45 minutes		
	HIGH		10.0		30 minutes		
NOISE				d/B			
	DAILY EXPOSURE LIMITS	AVERAGE		80			
		PEAK		135			
	WEEKLY EXPOSURE LIMITS	AVERAGE		85			
		PEAK		137			
	MUST NOT EXCEED AVERAGE 87dB DAILY/WEEKLY MUST NOT EXCEED PEAK 140dB						
	NOISE Db	MUST WEAR EAR DEFENDERS	VIBRATION m/S2	VIBRATION CLASSIFICATION	MAX DAILY USE	USED ON THIS PROJECT?	
						YES	NO
ANGLE GRINDER 110volt 100mm	85		2.5	LOW	8 hours		✓
TEK GUN 110 volt	85		2.5	LOW	8 hours		✓
METAL CUTTING SAW 110 volt	111	YES	2.5	LOW	30 mins		✓
RECIPROCATING SAW 110 volt	92	YES	7.5	LOW	45 mins	✓	
NIBBLERS 10 volt	85		2.5	LOW	8 hours		✓
CORDLESS SCREWDRIVER	85		2.5	LOW	8 hours	✓	
HSS DRILL 110 volt	85		2.5	LOW	8 hours	✓	
CIRCULAR SAW 110 volt	100	YES	2.5	LOW	30 mins		✓
TCT SAW 110 volt	110	YES	2.5	LOW	30 mins		✓
ANGLE GRINDER 110 volt 230mm	104	YES	7.5	MEDIUM	30 mins	✓	
IMPACT WRENCH 110 volt	108	YES	7.5	MEDIUM	1 hour	✓	
MASONRY DRILL 110 volt	93	YES	10	HIGH	30 mins		✓
PETROL DISC CUTTER	110	YES	5.5	HIGH	1½ hours		✓
HOLE SAW 110 volt	90	YES	2.5	HIGH	1½ hours		✓
PASLODE PPN35i NAIL GUN	110	YES	4.2	MEDIUM	2 hours		✓

