

METHOD STATEMENT



Ref No.	MS- Demo-C0042/3	Revision No:	0
Prepared by:	Name: Dave Cobern	Signed	Date 27/06/2023
Reviewed by:	Name:	Signed	Date
Revision Detail			
Revision No.	Revision Detail& Issue Status	Completed by:	Issue Date
NOTE: All REVISIONS completed will be <u>UNDERLINED</u> to highlight and show changes made after first issue. Where DELETION required, double strike through [e.g. text No Longer Required].NOTE: Where updating a previously revised document, convert previous revisions <u>UNDERLINED</u> back to NORMAL TEXT and DELETE text that was previously double struck through			

PART ONE:**Method Statement Details:**

Method Statement Title:	Main demolition
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Overview of Scope:

Deconstruction of traditional constructed buildings

Description of Works & Safe Working Arrangements:**Pre-Checks**

Operator and supervisor to ensure there are no services still connected to the building GAS, WATER, FIBRE OPTIC, BT, ELECTRIC

Hold Point

Ensure all service isolations required to conduct the works have been identified, the services proved dead and the appropriate service Isolation, Disconnection or purging certificates have been raised; Termination of services to be completed prior to any work commencing

1. Fuse boards in bound cable must be cut as proof of disconnection.
2. Armoured cables must be traced to the incoming point and a physical cut must have been made prior to any removal work. Otherwise treat as live.
3. Electrical components / equipment. Ensure no cables are attached that pass-through walls as source cannot be traced. If so, seek advice before removal from your Supervisor
4. Electrical wiring will have a disconnection notice. Any wires passing through a Party Wall or into an area not assessable and have not been cut off are to be treated as live until proven otherwise.
5. All overhead cables to the building must cut at the building side, sleeved, or treated as live.
6. Service termination Certificate to be attached to this method statement

Supervisor NameSignature..... Date.....

7. There is sufficient exclusion zone in place.
8. The structure has all asbestos removed as per RD survey.
9. The structure has been soft stripped.
10. All hazardous items removed including fire extinguishers.
11. There are no unauthorised persons within the structure or nearby than could be harmed.
12. Wind direction for dust suppression measures.
13. Access & egress routes.
14. Fire plan.
15. Are there basements.
16. Are there voids Culverts.
17. Have these been marked up operator to confirm locations with supervisor.

Do not continue past this point unless signed off by Supervisor/Manager

Deconstruction

18. Structures highlighted applicable to these rams in figure 1 below.

Fig 1



19. Scaffold by others will be erected as detailed in figures 2 & 3 detailed below.

Fig 2



Fig 2 shows the building elevation on Wind Street scaffold will be erected to protect the public and aid progress of safe demolition of the structure down to pavement level.

Prior to demolition starting, scaffold will be erected to allow Investigation work to be carried out on the party walls to ensure structure type. (Subject to Party Wall Agreement in Place)

A separate method statement will be issued once the investigation works have been carried out we can assume that the separation works will be demolition utilising hand held tools

Fig 3



20. The buildings various traditional built structures mainly of brick and block construction with pitched and flat roof structure.
21. Once all the pre-checks are signed off work can commence.
22. The D-rig fitted with a hydraulic rotating grab will start at phase 1.

- | | |
|---------------------------------------|---|
| Phase 1 |  |
| Phase 2 |  |
| Phase 3 |  |
| Phase 4 |  |
| Phase 5 |  |
| Phase 6 Hand separation of Party wall |  |

Fig 4



Phase 6

This will be the separation utilising handheld tools.

23. Scaffold will be erected both externally to Wind Street and as detailed above in figure 3 to facilitate the hand separation of the party walls.
24. The mansard roof will be removed utilising handheld tools from the erected scaffold on Wind Street exposing the party wall.

Fig 5



25. The party wall from the view off wind street appears to be separate structure.
26. Mobile scaffold will be used internally to facilitate the remaining roof removal. Operatives' utilising handheld tools will remove the ceiling exposing the roof timbers.
27. The d rig fitted with a selector grab will carefully remove the roof sheets and place to one side,

operatives will then remove the roof timbers forming a separation of the party wall for approximately 2 metres.

28. The party wall will be removed utilising handheld tools initially from mobile scaffold towers inside the structure to be demolished and or from external scaffolding down to first floor level or as agreed with party wall surveyor.
29. During the above & below phase's, operatives will protect the remaining party wall with felt and batten.

Fig 6



30. The rear of the party wall shown within the red area above will be demolished off scaffold by handheld tools down to agreed level and agreement with part wall surveyors.

Phase 1

31. Using the rotating selector grab, the operator will remove first floor up to wall plate wall in sections below the level of the roof and reduce the wall to the first-floor level across the working elevation.
32. The brickwork will be pulled out of the footprint of the structure at this point to allow the use of the hardcore for the D rig to gain any height needed to aid demolition and to stockpile hardcore.
33. A sufficient amount of brick wall needs to be removed so the arm or attachment does not foul on the brickwork or overload the first floor.
34. 1st floor Internal wall will also be demolished at this point.
35. The d rig will then start to remove the roof allowing the removed roof structure to drop to the first-floor level.
36. The roof debris will be removed and placed to one side, for another D rig to sort the debris

ready for recycling.

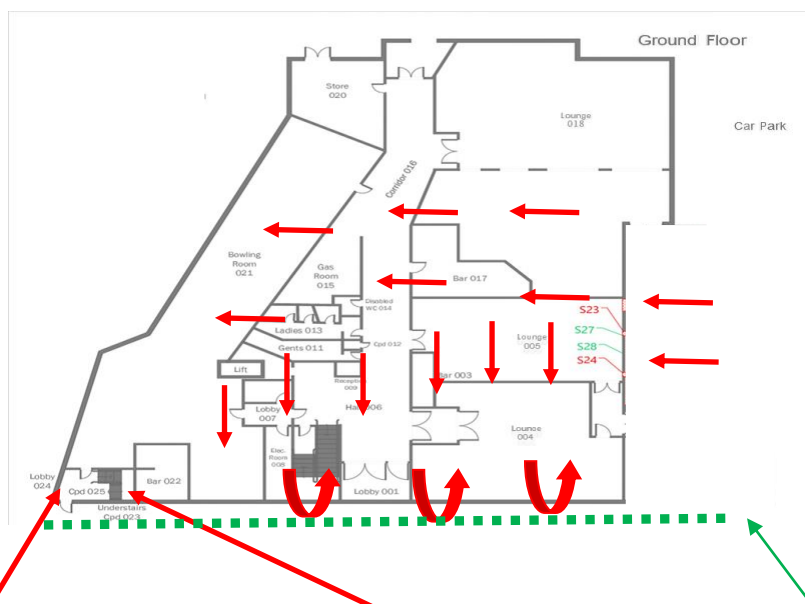
37. Once the roof has been removed the remaining two side walls will be reduced to first floor level exposing the first floor. The rear wall will be deemed as part of phase 4 and will remain in place.
38. The d rig will then expose the first floor and remove to one side for recycling.
39. The d rig will then demolish the ground floor brickwork into the footprint of the building.

Phase 2

40. The d rig will start to demolish phase 2, the d rig utilising the grab and or pulveriser will remove the roof in sections exposing the steel roof beams.
41. The d rig will then change to shears and cut the steel beams free from there position stockpiling ready for recycling.
42. Once the roof has been removed the d rig will change back to the selector grab and demolish the remaining brickwork into the footprint of the building again leaving the back wall (phase 3) wall in place
43. The wall on wind street will be demolished down to top of footpath level.
44. Phase 1 & 2 will be cleaned, hardcore removed down to top of floorslab and any debris removed from site.

Phase 3

45. With the selector grab attached the d rig will start to remove the brickwork on phase 3 exposing the roof frame, following the sequence below (see red arrows).
46. Using the rotating selector grab, the operator will remove first floor wall in sections below the level of the roof and reduce the wall to the first-floor level across the working elevation.
47. Any 1st floor internal walls will also be removed at this stage.
48. The brickwork will be pulled out of the footprint of the structure at this point to allow the use of the hardcore for the D rig to gain any height needed to aid demolition and to stockpile hardcore.
49. The d rig will then start to remove the roof allowing the removed roof structure to drop to the first-floor level.
50. The d rig will work along the building removing the first-floor level, stepping the structure to keep stability.
51. The roof debris will be removed and placed to one side, for another D rig to sort the debris ready for recycling.
52. Once the roof has been removed the d rig can then demolish the lower walls down to top of floor slab including internal walls working into the building following the above method.



Demolition by Hand against party wall

D rig to Stop Here

Scaffolding on Wind Street.

53. Once the mansard roof has been removed the d rig will turn towards Wind Street and following the above methods remove the top level then the ground floor down to top of floor slab
54. The exposed side wall will be raked down at a 45-degree angle from the roof to the floor slab this will keep the structural stability of the building.
55. The D rig will then demolish exterior walls on wind street down to top of footpath level.
56. Within phase 4 the separation from the party wall has been completed, demolition will continue to complete the remaining phase 4 area following the above method.

Phase 5

57. With the selector grab attached the d rig will start to remove the brickwork on phase 5 exposing the roof frame, following the sequence below (see red arrows).
58. Using the rotating selector grab, the operator will remove first floor wall in sections below the level of the roof and reduce the wall to the first-floor level across the working elevation.
59. Any 1st floor internal walls will also be removed at this stage.
60. The brickwork will be pulled out of the footprint of the structure at this point to allow the use of the hardcore for the D rig to gain any height needed to aid demolition and to stockpile hardcore.
61. The d rig will then start to remove the roof allowing the removed roof structure to drop to the first-floor level.

62. The d rig will work along the building removing the first-floor level, stepping the structure to keep stability.
63. The roof debris will be removed and placed to one side, for another D rig to sort the debris ready for recycling.
64. Once the roof has been removed the d rig can then demolish the lower walls down to top of floor slab including internal walls working into the building following the above method.

Basement

65. Where basements or voids exist, the slab must be broken through.
66. The d-rig will change to the hydraulic breaker and punch the slab through exposing the Void / basement.
67. This will be temporarily filled with site won arisings to allow deconstruction to continue safely
68. Once complete the machine will track forward and continue the deconstruction of the structure in the described manner above till the structure is raised to the ground.
69. All arising will be dug out of any void and then back filled with 6F2 to a level tracked in finish

Dust suppression

70. This will be supplied by a dust fighter.
71. This produces atomised water spray to bring the dust particles down to the ground within the site boundaries.
72. HCD has three main dust fighters.

73. First dust fighter

74. A tracked self-propelled dust fighter with a telescope pole that can lift the dust fighter up to 4.5 meters high.
75. Own generator power unit.
76. This also has a control oscillation radius that can be adjusted remotely.
77. The head can be adjusted remotely up or down.
78. The maximum distance is 50m the mist can be projected.
79. Volume of water can be adjusted remotely.
80. It has its own tank inbuilt.

81. 2nd dust fighter

82. Towable wheel mounted.
83. Own generator power unit.
84. This also has a control oscillation radius that can be adjusted remotely.
85. The head can be adjusted remotely up or down also.
86. The maximum distance is 50m the mist can be projected.
87. Volume of water can be adjusted remotely.

88. It has its own tank inbuilt.

89. Third dust fighter

90. Static movable by telehandler.

91. This also has a control oscillation radius that can be adjusted remotely.

92. The head can be adjusted remotely up or down.

93. The maximum distance is 50m the mist can be projected.

94. Volume of water can be adjusted remotely.

95. Requires generator and permanent feed of water 3-inch supply.

Last resort is fire hose this for high volume of dust that cannot be controlled with dust cannon in high wind condition or for surrounding restriction.

96. If in Doubt Question your Supervisor about the MS or do not do it

PART TWO: All text to be review and answered

Personal Protective Equipment Requirements: [delete as applicable]

PPE Type				Required	Details & Specification Required				
									
Yes	Yes	Yes	Yes	Yes	No	No	No	No	No

Various PPE Requirements throughout Task:

Hi-Vis Clothing [high speed roads, railways, DLR]	Class 2 Orange HI-Vis Vest & Class 2
Hard Hat / Safety Helmet [impact levels]	Hard Hat
Protective Footwear [toecap, midsole, slip, chemical]	Boots, including ankle support, toecap & midsole
Gloves [abrasion–cut–tear–puncture / chemical]	Mechanical hazard rating [4-1-3-1
Eye Protection [glasses / goggles – impact, dust, liquids, welding]	EN166 Glasses Class F Goggles class B
Other:	

Personal Fall Protective Equipment Requirements: (if no go to Statutory Inspections, Site Monitoring & Certification Requirements)

Are 'Work at Height' operations required during the completion of the works?	No
Has the 'Work at Height Regulations' hierarchy for management and selection of work equipment been applied?	No
Full Description of 'Work at Height' Operations required and work methodology:	

Personal Fall Protective Equipment Requirements: (if no go to Statutory Inspections, Site Monitoring & Certification Requirements)

Operation 1.			
Fall Protection Equipment Required:			No
Operation 1.			
Designated anchor points to be used for the works:			No
Operation 1.			
Has a work at height rescue plan been developed?			No

Statutory Inspections, Site Monitoring & Certification Requirements:

PUWER & Weekly Plant Checks	Yes	CAT & Genny Certification	Yes
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Permits, Hold & / or Control Points: [delete as applicable]

Permit to Demolish	Yes	Environmental or Ecological Watching Brief	No
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Plant, Deliveries & Work Equipment

Operated Plant: [delete as applicable]

Excavator [all sizes]	Yes		
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Anticipated Delivery & Waste Removal Vehicles: [delete as applicable]

8 Wheeled Lorries	Yes	Waste Skip Removal Lorries inc RoRo	Yes
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Materials & COSHH

Materials to be Used:

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COSHH Materials to be Used: [see Appendix for COSHH Assessments]

- Hydraulic Oil
- Grease
- Diesel
- Engine Oil

COSHH & Materials Storage Arrangements: [delete as applicable]

Emergency Spill Kit Available [Chemical]	Yes	Lockable	Yes
Other [state]		Bunded	Yes

Refuelling Arrangements: [delete as applicable]

Emergency Spill Kit Available	Yes	Double Bunded & Lockable Unit	Yes
Plant Nappies & / or Drip Trays	Yes	Emergency Spill Kit Available [Oil]	Yes

Emergency Arrangements:	
Accidents & Incidents reported immediately to: Name of responsible person	Brent Payne
Refer to induction information posters:	Canteen & Office

Risk Assessments Review			
Risk Assessment Title:	Risk Assessment Number:	Completed By:	Issue Date:
Brick & Block structure	MS- BB-C00	Dave Cobern	04/11/2022
Potential Severity of Work Activity: [strikethrough as applicable]			
First Aid Incident	Lost Time Incident / RIDDOR	Major / Fatality	
Likelihood of Harm from Work Activity: [strikethrough as applicable]			
Unlikely	Possible	Probable	
Numbers of Workers Exposed to Hazards: [strikethrough as applicable]			
1 to 5	6 to 15	15-plus	
Overall Risk AFTER Controls: [strikethrough as applicable]			
LOW	MEDIUM	HIGH	

Method Statement Communication		
Communication Methods:		
Method Statement Briefing – to be completed prior to the commencement of the works	DABS or Pre-start Briefing – prior to the start of works daily, the Site Supervisor responsible for the works will brief the operatives on the planned and scheduled works – re-iterating the safe systems of work to be employed;	
Person[s] Responsible for Method Statement Monitoring & Compliance Communication:		
Name: Brent Payne	Name: Dave Cobern	Name: Dave Cobern
Position: Supervisor	Position: Contract manager	Position: Demolition Director
Company: HCD Ltd	Company: HCD Ltd	Company: HCD Ltd

Risk Assessments

ACCESS & EGRESS

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Hourly		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 1	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS / PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
ACCESS TO & EGRESS FROM AREAS OF WORK.	<u>Trailing cables</u> extension cables, portable lighting cables.	M	Ensure that all trailing leads are kept tidy and routed away from walkways.			L
	<u>Damaged floor surfaces</u>	M	All access / egress routes will be of a suitable hard-wearing material for their intended purpose & properly maintained.			L
	<u>Spillages</u> Liquid on floor surface	M	Clear up any spillages immediately as these will become slippery and dangerous. Always use the correct signage whenever there is any floor cleaning being undertaken.			L
	<u>Unprotected edges / openings</u>	M	All open edges to be adequately protected with correctly designed and installed handrails.			L
	<u>Sloping surface</u> <u>Uneven steps</u> <u>Changes in floor levels</u> <u>Poor lighting</u>	M	- All access / egress routes need to be adequately lit, of suitable size and construction for the purpose intended to ensure safe, easy access and egress. - Emergency routes in particular should be highlighted and maintained in a safe condition.			L
	<u>Traffic</u> Plant movement	H	Traffic / plant movements and pedestrians should be segregated wherever possible or otherwise tightly controlled.			L

EMERGENCY PROCEDURES

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Frequent		Review Date	04/12/2023
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TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
EMERGENCY PROCEDURES	<u>Serious incident / injury due to poor emergency procedures.</u>	H	- A suitable and sufficient emergency plan will be in place and employees informed of requirements and responsibilities. - Regular fire drills to be carried out so personnel are familiar with escape routes, fire actions and use of extinguishers.			L
	<u>People trapped in buildings</u> - in the event of fire.	H	- Personnel to be made aware of the importance of keeping exits clear and fire escape doors unlocked. - Nominated 'Fire Wardens' will be appointed to maintain escape routes / exits. - Escape routes are to be clearly signed and where appropriate, emergency lighting installed. - An attendance sheet will be used by the Fire Warden to account for personnel. - In the event of disabled people being on the premises, a person will be nominated to accompany them at all times and to escort them to safety; this will be arranged prior to any emergency situation.			L
	<u>Slips, trips & falls.</u>	M	Good housekeeping standards and cable management will be encouraged. Walkways will be kept clear of debris.			L
	<u>Failed firefighting equipment.</u>	M	All firefighting equipment will be subjected to periodic checks and visually inspected regularly. This will be done by a trained and competent person.			L

CEMENT CONTAINING PRODUCTS

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023
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TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
WORKING WITH CEMENT CONTAINING PRODUCTS	Cement products can cause the following health effects i.e.; skin infections, burns etc.	H	- All hazardous products will be handled and stored in line with the requirements of the appropriate COSHH assessments for the product being used. - Operatives will ensure that thorough hygiene procedures are followed before eating, smoking and using the toilet. - Cement products are very harmful to the skin, keep the skin covered and ensure contamination is removed as soon as possible.			L
	Injury due to incorrect use of Equipment.	H	- All operatives to be trained in the correct use Equipment. - Prior to the commencement of the task, all equipment will be inspected to ensure that it is in a serviceable condition, checks to be carried out by a competent person.			L
	Respiratory hazard Silica	H	- See dust risk assessment as cement / concrete contains silica - Good dust suppression - RPE as last resort			L
	Injuries to eyes. See also - Risk Assessment for portable abrasive grinding wheels.	H	- Where there is a risk to the eyes, high impact resistant safety goggles or full-face visor will be worn. - Persons will be fully trained in the correct working procedures and safety requirements when working with cement.			L
	<u>Manual Handling</u>	H	- Ensure mechanical means are used to transport the substance from the working area. - Ensure the project is assessed considering the Task, Individual, Loads and Environment to reduce the risk of injury. - Never over load barrows and reduce the distance required for movement of loads. Use machines where ever possible			L

PLANT & 360° DEMOLITION MACHINES

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd, Operatives		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Hours		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 2	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
360° MACHINES, TRACKED. USE OF MACHINES WITH SPECIFIC ATTACHMENTS, E.G. BUCKETS, SHEARS, PULVERISOR, GRABS AND IMPACT BREAKERS	Over turning of the machine	H	Only experienced, trained and competent operatives holding current and relevant (CITB) certification / card to operate excavator machines.			L
	Over loading of the machine	H	- Only experienced, trained and competent operatives holding current and relevant (CITB) certification / card to operate excavator machines. - Machines will be fit for purpose, in good condition and suitably maintained. - Machines will meet with the prescribed mandatory test and inspection requirements, with all certification / records readily available. - To prevent overloading, the manufacturers bucket size will never be exceeded. - When other attachments are used, weight/load assessments will be carried out to establish suitability and safe limits of operation.			L
	Contact with live underground services and overhead cables.	H	- All live services to be suitably identified before any excavation work commences. - Where necessary, goal posts will be erected to identify overhead services. - Underground services to be exposed by hand digging.			L
	Machine falling into holes, excavations or cellars.	H	- An adequate assessment of existing ground conditions will be carried out to ensure suitability for excavator operation. - Physical barriers, edge protection or vehicle stops to be erected or installed. - Machines will not be allowed near to unsupported trenches. These areas will be clearly identified, and barriers erected.			L

PLANT & 360° DEMOLITION MACHINES

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd, Operative		Assessed By	Dave Cobern
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TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
360° MACHINES, TRACKED. USE OF MACHINES WITH SPECIFIC ATTACHMENTS, E.G. BUCKETS, SHEARS, PULVERISOR, GRABS AND IMPACT BREAKERS	Carrying persons as passengers, who may fall from the machine whilst in motion?	H	Carrying of passengers is strictly prohibited.			L
	Flying or falling debris affecting others.	H	- To safeguard against flying or falling debris, the site will be contained and exclusion zones where practical. - Personnel will be kept away from machine operations by the competent person .			L
	Noisy plant/machine operations/ Dusty conditions	M	- Machines kept in good condition, suitably maintained and regularly inspected. - In accordance with the Control of Noise at Work Regulations 2005, hearing protection will be made available for noise levels ≥80 and ≤85dB (A). Where noise levels are ≥85 dB (A), the wearing of hearing protection is mandatory. - Machine Operatives to close the door and windows at all times when operating the machine to isolate from noise/dust.			L
	Hazards to other site personnel in the vicinity of the machine operations.	M	- A competent person will be deployed to ensure all unauthorised or non-essential personnel are kept clear of machine operations. - Authorised personnel in the area of the machine movements will wear high visibility clothing. - Machines to be fitted with protection grilles above and around the Operative's cab to protect the windscreen, cabin and roof lights. - Machines to be fitted with roof lights and rear CCTV camera with in-cab monitor.			L
	Falls from height	M	- Machine Operatives to wear seat belt & close the door at all times when operating machinery, to prevent falls. - Activities involving climbing onto machines, i.e. access/egress to & from cabin, re-fuelling etc., will be carried out using proper means of safe access.			L

FALLING MATERIALS

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd ,Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Frequently Controlled		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Minutes		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 1	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
MATERIALS FALLING FROM ABOVE DURING WORK ACTIVITY	Falls of materials.	H	- An exclusion zone will be established beneath the work area with appropriate warning signs, - Communication to all personnel concerned regarding the rules and regulations of exclusion zones. - A fully trained Supervisor will oversee the work at all times. - Operatives will wear all relevant personal protective equipment for the work to be carried out. - Good Housekeeping. Work tidily at all times. All created debris will be removed from height as soon as is practicable to reduce the risk of materials falling. - Where necessary debris netting will be erected to protect others on site or the general public from flying debris or falls of materials. - Regular inspections particularly scaffold and rigging.			L
	Flying particles and debris.	H	- Operatives will wear all relevant personal protective equipment for the work to be carried out. - Work should be organised to eliminate the need for operatives to be working below other demolition activities.			L

DEMOLITION - SORTING OF WASTE MATERIALS BY HAND AND 360° MACHINES

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Demolition Ltd ,Operative		Assessed By	Dave Cobern
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TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
WASTE MATERIALS SORTED INTO VARIOUS CATEGORIES SUCH AS WOOD, PLASTIC, METAL, USING MAINLY HAND-PICKING METHOD WITH THE ASSISTANCE OF A 360° GRAB MACHINE FOR HEAVIER OBJECTS	Injuries caused by coming into contact with 360° grab machines. Either knocks or from falling material passing over the heads of the operatives.	H	- Operatives should cease work when 360° machines are operating, they should retreat to a safe area until machine operations have finished. - The machine operatives will never operate machines when hand sorting is taking place.			L
	Injuries caused by coming into contact with 360° grab machines. Either knocks or from falling material passing over the heads of the operatives.	H	Only operatives with experience and training in the relevant type of operation and that hold a current training certificate will operate the machines.			L
	Injuries to the hands and feet caused by sharp objects being picked up or from protruding the waste materials.	H	- Vehicle drivers to be aware of the activities taking place; when materials are unloaded the operatives will retreat to a safe area. - Operatives should be aware at all times of what they pick up and where they put their feet. They should never walk on the material unless they are absolutely certain there are no hidden hazards.			L
	Inhalation of dust and eye damage created from the activities taking place. The degree of dust hazards can vary due to the variety of materials being handled.	H	- If there is a risk of dust being generated as on dry and windy days, then dust suppression will be used. - Care to be taken at all times.			L
	Slips & Trips from materials being sorted	H	- Wear the correct PPE - Gloves - Safety Helmet - Safety shoes - High Visual Jackets - Face masks			L

DUST - GENERAL

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
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TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS / PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
DUST ARISING FROM WORK ACTIVITIES.	Principal hazards are adverse health effects to operatives and persons within the vicinity by dust inhalation, skin and eye irritation or as a general nuisance.	H	- A task specific risk assessment including COSHH assessment shall carried out prior to work commencing. - Due note should be taken of the overall Workplace Exposure Limits (WELs) for total dust which can be inhaled (10mg/m³); for respirable dust which includes cement (4mg/m³); and a more stringent maximum exposure level for respirable crystalline silica (0.1mg/m³) should this be involved.			L
	Note! The degree of risk varies from low to high dependent on the specific site situation and also the type of dust which may be generated e.g. silica, cement, plaster, wood, metals, etc. Weather conditions also affect dust levels, particularly dry / windy and wet conditions should be taken into account. Poor ventilation will increase the likelihood of dust content in the air.	H	- Every effort should be made to contain the dust within the immediate work area. - When practical, dust arising should be dampened down with water to suppress the airborne dust to an acceptable level. - Operatives should be provided with adequate RPE, usually of the disposable type. Minimum specification FFP3 type. Where RPE is selected for regular use, operatives will undergo a face fit test. - Eye protection should be worn when conditions dictate. - Operatives will be instructed to maintain good standards of hygiene. - Dust should be cleaned up regularly either by dampening sweepings or by an industrial vacuum cleaner. - Good ventilation should be provided in the work area with extraction systems installed where necessary to ensure clean air.			L
	Explosion/Fire from dust particles in the air igniting.	H	Good ventilation should be provided in the work area with extraction systems installed where necessary to ensure clean air and prevent dust build up.			L

NOISE – GENERATED BY MACHINES

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Frequent		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 1	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS / PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
EXPOSURE TO NOISE WHILST WORKING IN THE VICINITY OR ACCESSING AREAS WHERE MACHINES ARE RUNNING FOR OPERATIONAL PURPOSES.	<u>Noise induced hearing loss</u> Staff may be exposed to noise levels above the recognised Action Levels, causing hearing damage - both short and long term - whilst working in the proximity of large, vibrating machines or plant at the depot.	M	- Carry out a Noise Assessment of the premises and all tasks. - Ensure those at risk are informed – and fully aware - of the findings of the assessment and trained in the control measures to be adopted, in order to eliminate or reduce the risks to an acceptable level. - In areas of the depot where the noise level is ≥85dB (A), as detailed in the Noise Assessment, it is mandatory for hearing protection to be worn. 'Hearing Protection Zones' will be established by erecting standard mandatory warning signs and enforcing the use of ear protection. Include the following wording on signs - 'When machine light is on'. - Reduce noise at source whenever possible – equipment/machine noise levels will be considered as part of the design and procurement process. - Where possible - substitute noisy activities with quieter alternatives. - Ensure hearing protection is provided and worn correctly when levels dictate. Hearing protection will conform to BS EN 352. - Staff will receive training and instruction in the correct use and wearing of hearing protection. - Where staff are likely to be exposed to noise levels ≥80dB (A), as detailed in the Noise Assessment, suitable ear protection shall be provided - if requested. - Noise levels may be minimised by: - Adequate lubrication of moving parts. - Throttling down engines whilst idling. - Fitting insulated engine covers. - Use of mufflers, shields, enclosures and barriers. - Distancing the noisy activity from other work areas and occupied premises.			L

PERSONAL PROTECTIVE EQUIPMENT (PPE)

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Frequent		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 1	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS / PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
WEARING CORRECT PERSONAL PROTECTIVE EQUIPMENT FOR THE TASK.	Selection of incorrect or unsuitable PPE, e.g. Too low attenuation hearing protection for the noise level exposed to not providing optimum protection e.g. for a Stihl Saw (110dB) the hearing protection required to be effective, must have an SNR rating of at least 30.	H	- All personal protective equipment will conform to the CE standards as laid down within the Personal Protective Equipment at Work Regulations 1992. - PPE shall be provided free of charge. - The selection of PPE shall be risk based. - PPE to be selected by competent person. - All operatives will be given appropriate instruction, information and training in the personal protective equipment they are to wear or use. Remember: Personal protective equipment is the last resort; all other measures will be used to control risks at source if possible.			L
	Wearing incompatible personal protective equipment.	H	The personal protective equipment will be compatible with other forms of personal protective equipment worn by the employee e.g. hearing protection should not interfere with safety helmets.			L
	Wearing personal protective equipment incorrectly, thereby exposing the wearer to a hazard	H	Personal protective equipment will be worn correctly at all times, in accordance with manufacturer's instructions or as required by the site rules or as identified through the risk assessment process. Example of non-compliance - not inserting ear plugs correctly.			L
	The wearing of damaged or incorrectly fitting personal protective equipment	M	Employers will ensure that the appropriate personal protective equipment as required by task specific risk assessments is made available for the workforce. Employees will wear and look after PPE issued to them.			L

PLANT - MOBILE PLANT MACHINERY

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Frequent		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Daily		Review Date	04/12/2023
H – High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 1	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
USE OF PLANT EQUIPMENT.	Noise Prolonged use of equipment	H	Exhaust silencer, Ear protection, Limited use & Rest periods, Regular maintenance & inspection of equipment			L
	Vibration Prolonged use of equipment	H	Limited use & Rest periods, Regular maintenance & inspection of equipment			L
	Fumes Continuous use of equipment with poor maintenance or in unventilated area.	H	- Use in unventilated areas minimised and controlled. - Regular maintenance & inspection of equipment			L
	Impact Impact with other traffic, obstacles or pedestrian	M	Trained & competent personnel. Designated traffic routes, Speed limits, segregation of pedestrians. Banksmen.			L
	Entanglement Snagging of materials with plant during use. Use of starting handle.	M	Trained and competent personnel. Competent person.			L
	COSHH Contact with diesel and oils associated with plant	M	Trained & competent personnel, protective clothing.			L
	Overturning Adverse ground or loading conditions causing instability of plant.	M	Trained & competent personnel. Suitable road surfaces. Roll over protection, Driver restraint system. Stop blocks. Trained personnel			L

QUICK HITCH OF ATTACHMENTS TO 360° MACHINES

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Frequent		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Daily		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 2	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
CONNECTING ATTACHMENTS TO THE DIPPER ARM ON 360° MACHINES USING THE QUICK HITCH METHOD	Unsecured Attachments Attachments not secured falling from the dipper arm resulting in injuries to site personnel, damage to buildings, excavation supports, and other plant machines.	M	- Excavator operatives should be adequately trained on the use of quick hitches in general. - Operatives should be competent to use the specific hitch on the machine they use. - Operatives should be instructed not to use the machine unless they are satisfied that the quick hitch is secured in place. - If the operator cannot see from the cab of the vehicle due to poor weather, then he must visually check from the ground. - Those in control of sites should undertake random checks to ensure the precautions are being implemented. - Before attempting to secure attachments, the machine operative will place an exclusion zone around the machine. - He will ensure the machine is away from buildings, excavations other plant machines and any site personnel. - Depending on the type of quick hitch the operative will fit the pin in one of three ways, either manually, semi-automatic or fully automatic system. - Once the attachment is secure to the dipper arm the operative will ensure the safety pin is in place by manually or visually checking. - When the machine operative is confident that the attachment is secured and the pin is in place he will check by lifting the dipper arm and shaking the attachment. This will only be done away from any site personnel.			L

QUICK HITCH OF ATTACHMENTS TO 360° MACHINES

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Ltd Operative,		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Frequent		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Daily		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 2 of 2	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
CONNECTING ATTACHMENTS TO THE DIPPER ARM ON 360° MACHINES USING THE QUICK HITCH METHOD	Entrapment Machine operatives trapping hand or fingers when placing safety pins in by hand.	M	- The machine operative will ensure the dipper arm is connected and the machine stopped before placing the pin manually. - He will check that the attachment is stable by a simple push or shake. - Once sure that the attachment is secure the operative will place the pin using appropriate gloves and good manual handling.			L
	Poor Maintenance Attachments released from the dipper arm due to poor maintenance	M	- All machines will have had a thorough twelve-month inspection by a competent person. - Evidence will be available with the machine. - Before and after use the operator will visually inspect the machine for any obvious signs of damage or wear and tear. - Basically, anything which may affect the safe use of the machines? - This will include all attachments. - Any defects which compromise the safe use of the machine will be reported immediately and the machine taken out of service.			L
	Manual handling injuries Manual handling injuries resulting from moving or positioning buckets to the dipper arm.	H	- Carry out an assessment of the load; do not try to manoeuvre large buckets by hand. - When buckets are released from the dipper arm place on level and firm ground which will make reattachment safe. - Use a mechanical aid to position buckets if, bucket are small use a second person and adopt good manual handling techniques.			L
	Hydraulic oil pressure Operatives coming into contact with hydraulic fluid from poorly maintained equipment.	M	- Visual checks of the machine before use. - Machine maintained regularly.			L

VEHICLES - 360° EXCAVATORS

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Demolition Ltd ,Operative		Assessed By	Dave Cobern	
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023	
M – Medium	Action Required	Duration	Frequent		Review Date	04/12/2023	
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 1 of 2	Location	Wind Street Neath	
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK				REVISED RISK RATING
360° EXCAVATORS, EITHER WHEEL MOUNTED OR TRACKED. USE OF MACHINES WITH SPECIFIC ATTACHMENTS, E.G. DIFFERENT SIZE BUCKETS	Over turning of the machine	H	Only experienced, trained and competent Operatives holding current and relevant (CITB) certification / card to operate excavator machines.				L
	Over loading of the machine	H	- Only experienced, trained and competent Operatives holding current and relevant (CITB) certification / card to operate excavator machines. - Machines will be fit for purpose, in good condition and suitably maintained. - Machines will meet with the prescribed mandatory test and inspection requirements, with all certification / records readily available. - To prevent overloading, the manufacturers bucket size will never be exceeded. - When other attachments are used, weight/load assessments will be carried out to establish suitability and safe limits of operation.				L
	Contact with live underground services and overhead cables.	H	- All live services to be suitably identified before any excavation work commences. - Where necessary, goal posts will be erected to identify overhead services. - Underground services to be exposed by hand digging.				L
	Machine falling into holes, excavations or cellars.	H	- An adequate assessment of existing ground conditions will be carried out to ensure suitability for excavator operation. - Physical barriers, edge protection or vehicle stops to be erected or installed. - Machines will not be allowed near to unsupported trenches. These areas will be clearly identified and barriers erected.				L

VEHICLES - 360° EXCAVATORS

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD Demolition Ltd ,Operative		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	16/05/2022
M – Medium	Action Required	Duration	Frequent		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference No	HCD 3423	Page 2 of 2	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
360° EXCAVATORS, EITHER WHEEL MOUNTED OR TRACKED. USE OF MACHINES WITH SPECIFIC ATTACHMENTS, E.G. DIFFERENT SIZE BUCKETS	Carrying persons as passengers, who may fall from the machine whilst in motion?	H	Carrying of passengers is strictly prohibited.			L
	Flying or falling debris affecting others.	H	- To safeguard against flying or falling debris, the site will be contained and exclusion zones where practical. - Personnel will be kept away from machine operations by the competent person.			L
	Noisy plant/machine operations & Dusty conditions	M	- Machines kept in good condition, suitably maintained and regularly inspected. - In accordance with the Control of Noise at Work Regulations 2005, hearing protection will be made available for noise levels ≥80 and ≤85dB (A). Where noise levels are ≥85 dB (A), the wearing of hearing protection is mandatory. - Machine Operatives to close the door and windows at all times when operating the machine to isolate from noise/dust.			L
	Hazards to other site personnel in the vicinity of the machine operations.	M	- A competent person will be deployed to ensure all unauthorised or non-essential personnel are kept clear of machine operations. - Authorised personnel in the area of the machine movements will wear high visibility clothing. - Machines to be fitted with roof lights and rear CCTV camera with in-cab monitor.			L
	Falls from height	M	- Machine Operatives to wear seat belt & close the door at all times when operating machinery, to prevent falls. - Activities involving climbing onto machines, i.e. access/egress to & from cabin, re-fuelling etc., will be carried out using proper means of safe access.			L

SLIPS TRIPS FALLS WORK AREA

HAZARD CLASSIFICATION (Risk Rating):		Persons at risk	HCD LTD Operative workforce		Assessed By	Dave Cobern
L – Low	Care/ Vigilance Required	Frequency	Daily		Assessment Date	27/06/2023
M – Medium	Action Required	Duration	Minutes		Review Date	04/12/2023
H - High	Immediate Action & Stringent Controls Required	File Reference	HCD 3423	Page 1 of 1	Location	Wind Street Neath
TASK/ JOB COMPONENT	HAZARD	RISK RATING	CONTROLS/ PRECAUTIONS TO ELIMINATE OR CONTROL THE RISK			REVISED RISK RATING
Trailing leads Debris equipment	Trailing cables extension cables, portable lighting cables.	H	Ensure that all trailing leads are kept tidy free from damage and routed away from walkways.			L
	Sloping surface Uneven steps Changes in floor levels Poor lighting	H	- Work areas need to be adequately lit, of suitable size and construction for the purpose intended to ensure safe, easy work movements. - Emergency routes in particular should be highlighted and maintained in a safe condition.			L
	Damaged floor surfaces	H	- All work areas will be of a suitable hard-wearing material for their intended purpose & properly maintained. - Any damaged areas will be coned off and highlighted at the Daily briefings			L
	Spillages Liquid on floor surface	H	Clear up any spillages immediately as these will become slippery and dangerous. Always use the correct signage whenever there is any floor cleaning being undertaken.			L
	Slips/Trips & Falls Due to glass materials on floor	H	- Debris sheets to be placed on the floors to catch any fallen glass. - Glass debris to be cleared up as soon as possible. - Operatives to wear suitable protection including safety helmets, goggles, Kevlar gloves and long-sleeved overalls or clothes.			L
	Poor lighting	H	- Task lighting to be in area of work - Access & egress lighting of walk ways - Remove boarding from windows where possible			L
	Bad House Keeping	H	- Keep access routes clear - Ensure tools are placed in a safe location clearly visible away from transit routes - Stock piles are tidy and segregated - Debris on the floor cleared - Segregated areas of work			L

This Method Statement must be adhered to. Any deviations **MUST NOT** be carried out without a written and recorded revision.

I have read or been read too or told and understand the contents of the methodology and risk assessments.

Time:
Date:

[illegible]
