

Method Statement

1.0 Method Statement Details

1.1 Method Statement Number	13
1.2 Method Statement Date	30/06/2026
1.3 Method Statement Author	Leanne Huish
1.4 Project/Contract	TAI TARIAN - DEMOLITION OF GARAGES
1.5 Start Date	30/06/2026
1.6 Expected job duration	ONGOING
1.7 Client Contact	GARETH DAVIES
1.8 Description	DEMOLITION OF REDUNDANT GARAGES.
1.9 Site Address	CWMCLAIS ROAD, CWMAYON

2.0 Signatures

	Name	Title	Signature	Date
Document Author	Leanne Huish	Co-Owner		30/06/2026
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3.0 Emergency Contact Details

Name	Leanne Huish	LYNDON HUIH		
Telephone Number	07470 4204141	07470420414		

4.0 General Precautions

To be observed by all staff at all times, any deviation from these control procedures must be authorised by the site manager or safety representative.

4.1 Communication with Other Workers on Site

All staff will report to the site office for induction on arrival at the site. The site manager will inform staff of any hazards that are present on site. Staff will inform the site manager of the work to be carried out and how it could affect other trades working on the site.

Where necessary notices will be posted advising of any hazards present during the works.

Where contractor activities cross, the senior person must liaise with the other trades to ensure safe operation.

4.2 First Aid

It is the responsibility of the company to ensure adequate First Aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum.

An Appointed Person may be provided by the employer to take charge of the situation (e.g. to call an ambulance) if a serious injury/illness occurs in the absence of a First Aider. The Appointed Person can render emergency First Aid if trained to do so. All staff

when inducted will be made aware of the location of the First Aid kit.

4.3 Manual Handling

All staff and contractors have been instructed on the potential dangers of manual handling, and have received manual handling training. Equipment provided to reduce manual handling must be used where possible. Staff and contractors will not lift materials, tools or equipment that are beyond their capabilities. Heavy or awkward items will be split into smaller units where possible or dual lifted where this is not possible. It is the responsibility of the site foreman/employer to identify and control manual handling activities as they occur on site on a day to day basis.

4.4 Material Handling

All materials required for site will be unloaded to a designated unloading and storage area which will be away from the work area as far as is practicable. This area will be kept tidy to minimise trip hazards. Materials as and when required will be collected from the storage area and transferred to the work area. All staff will take care when handling materials and will use mechanical aids wherever possible. When stacking materials particular care must be taken to ensure that the stack is secure and that the product does not get damaged.

4.5 Personal Protective Equipment (PPE)

PPE will be provided as a last form of protection against a hazard. Staff will use the appropriate PPE for the task as identified in the risk assessment.

Wearing of PPE is mandatory on all Client contracts:

All Complete Construction Ltd site workers will wear Safety boots Foot protection to (BS EN20345 c/w midsole protection), Hi Visibility protective clothing (Hi-Visibility Yellow Waistcoat to BS ISO EN471*), Hard Hats (Hard Hat to BS EN397) , gloves (Hand Protection to BS EN388) and glasses (Eye Protection to BS EN 166 Optical Class 1) and at all times.

Other items of PPE such hearing protection, Filter Mask (FFP2 as a minimum - Face Fit test certified to the individual), face shields are available to be worn as and when necessary and as determined by the risk assessment.

- Impact goggles - Drilling, cutting
- Ear defenders - Drilling, cutting
- Face-fit dust mask - Drilling, cutting (Certificate to be available to site).

4.6 Preparation and Induction

Staff and contractors will be inducted onto site, in order to understand the hazards present on site and the tasks that are to take place. Staff will also be advised of other site activities that could impact on their work. A risk assessment will be carried out for all tasks, which will be discussed with members of staff. Staff will follow all site rules and safety procedures.

4.7 Staff and Training

The task will be carried out by staff from Complete Construction Ltd. All staff are trained and qualified, experienced and receive ongoing training, and hold suitable qualifications where appropriate. Apprentices are under constant supervision by senior members of staff.

4.8 Tools and Electrical Equipment

All tools and equipment will be visually inspected on a regular basis, defective or damaged equipment will be removed from service. Electrical tools will be 110V or battery operated where possible. Sub contractors will not be allowed to bring on to site any damaged or defective tools, the site foreman is responsible for ensuring that all tools and equipment allowed on the site are fit for purpose. Any portable electrical equipment taken on to site must be PAT tested every 3 months when used on construction sites, 6 monthly for heavy use activities and annually for other activities. A risk assessment will determine if inspection periods need to be varied.

4.9 Welfare

The principal contractor is responsible for providing adequate washing, toilet, drying and refreshment facilities for staff and sub-contractors. Staff and contractors are responsible for ensuring that such welfare facilities are maintained in a clean and wholesome manner. This will be your responsibility when you are the principal contractor, it may be necessary occasionally for your company to identify suitable local amenities.

5.0 Method Statements

5.1

Sign Off Sheet

I have read and understood the contents of this Method Statement.

Anything I did not understand has been explained to me to my satisfaction.

I agree to follow the Method Statement and understand that any instructions are provided for my safety and the safety of others.

Print Name

Signed

Date

