**A1 Group H&S Method Statement**

This Health and Safety Method Statement has been prepared by A1 Group and concerns the supply and delivery and collection of de-polluted vehicles for the London Fire and Emergency planning Authority at various locations in and around London on dates to be agreed.

Please find below details of the work to be carried out and any perceived hazards associated to the work involved and should be read in conjunction with quotation provided.

**Nature of Work**

Supply and delivery and collection of de-polluted vehicles for the London Fire and Emergency planning Authority at various locations in and around London

**Scope of work for A1 Employee**

1. The task involved is to load de polluted vehicles onto a car transporter at the A1 Wokingham site and then travel to various locations in and around London.
2. Two A1 Group employees will exit their vehicle wearing Hi visibility jackets / steel toe capped footwear. Correct PPE will be worn at all times whilst delivering vehicles.
3. Make fire station officer aware of arrival and sign in if necessary
4. Locate area at fire station where vehicle is to be placed.
5. Unload vehicle from car transporter
6. A1 staff to exit site in a safe and controlled manner
7. Once vehicle has been used by the Fire brigade they will contact the A1 Group to arrange collection.
8. 2 employees from the A1 Group will travel to the location in a pick up vehciels with a crane
9. Prior to digging ensure CAT scan in conducted to ensure no major utilities (water/gas/electric) present
10. Unload 1.5 excavator form A1 vehicle – only trained employee will use excavator
11. Commencing digging a hole 2 metres deep and 1 metre in diameter
12. All debris will be placed within the cordoned area and any materials not required will be stored in A1 vehicle.
13. Clean shingle will then be laid throughout the bed of the trench to support the pipe
14. The entire trench will then be covered in type 1 scalping's
15. All materials in trench will then be compacted
16. Tarmac will then be on top of the scalping’s to the existing level of the road and compacted and made good.
17. Whole area will then be cleaned and all debris will be removed
18. Fencing will be removed and placed back on A1 vehicle
19. A1 Staff will confirm to college representative work have been complete

**Potential Hazards to A1 Group employees**

The potential hazards and risks to which the teams may be exposed are:

1. Working in a busy access area.

Control Measure: A1 employees to wear Hi visibility jackets at all times whilst undertaking all work at fire station.

Other:

* There will be no hazardous materials used
* No chemicals
* No silicone
* No burners
* No hazardous materials
* No oils
* No lubricants
* No gas or naked flames
* No water
* No mains voltage tooling

**Organisational Chart**

See Attached

**Resources Provided**

2 A1 Group employees to deliver vehicles to fire stations

Car transporter for the delivery of vehicles

Pick-up truck with crane attached for the collection of vehicles once no longer required

**Monthly Reporting**

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| --- |
| **Confirmation** |

|  |
| --- |
| Print Name:  |

|  |  |  |
| --- | --- | --- |
| Signature:  |  | Date:  |