**A1 Group H&S Method Statement**

This Health and Safety Method Statement has been prepared by A1 Group and concerns laying a new pipe under a section of road at the new Golf Course club house at Wellington College to allow water to pass from one trench to another on the <Insert Date>.

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**

Laying a new pipe under a section of road at the new Golf Course club house at Wellington College, Duke's Ride, Crowthorne, West Berkshire RG45 7PU

**Scope of work for A1 Employee**

1. The task involved is to stop A1 Group vehicle in Wellington College by area where work is to take place.
2. Three A1 Group employees will exit their vehicle wearing Hi visibility jackets / steel toe capped footwear. Correct PPE will be worn at all times whilst working in the area.
3. Make college representative aware of arrival and sign in if necessary
4. Review RAMS prior to commencement of work with necessary college representative and if required clarify any points of concern
5. Locate area on the road to install a new section of pipe and erect barrier system around the works
6. Prior to digging ensure CAT scan in conducted to ensure no major utilities (water/gas/electric) present
7. Unload 1.5 excavator form A1 vehicle – only trained employee will use excavator
8. Commencing digging a hole 2 metres deep and 1 metre in diameter
9. All debris will be placed within the cordoned area and any materials not required will be stored in A1 vehicle.
10. Clean shingle will then be laid throughout the bed of the trench to support the pipe
11. The entire trench will then be covered in type 1 scalping's
12. All materials in trench will then be compacted
13. Tarmac will then be on top of the scalping’s to the existing level of the road and compacted and made good.
14. Whole area will then be cleaned and all debris will be removed
15. Fencing will be removed and placed back on A1 vehicle
16. A1 Staff will confirm to college representative work have been complete
17. A1 staff sign out of site and exit site in a safe and controlled manner

**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 on site. Safety barriers to erected around working area to avoid school employees / students and general public falling into hole.

1. Lifting barriers from and onto vehicle

Control Measure: Use correct manual handling techniques to remove and replace barriers from vehicle.

1. Falling into hole – Employees / students and public will not have access to working area.

Control Measure: Barriers to be erected around working area. A1 Group will ensure access to these areas is strictly controlled whilst work is being undertaken. If necessary signage will be erected to warn Employees / students and public.

1. Trip Hazards.

Control Measure: Cordoned off areas and restrict access as agreed. All excavated material to placed away from working but remain in cordoned off area to avoid trip. All tools and materials will be stored on van until required to avoid cluttered area. There will be no debris left in public access areas once work complete.

1. Noise

Control Measure: When using the Excavator and Compactor – A1 employees will wear appropriate ear defenders. Risk to employees / students and public is negligible as they will not be in the area for significant time.

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

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| **Confirmation** |

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| Print Name:  |

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