**A1 Group H&S Method Statement**

This Health and Safety Method Statement has been prepared by A1 Group and concerns installing new pumping station and connecting to main sewer as part of the new Golf Course club house build at Wellington College 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**

Installing new pumping station and connecting to main sewer 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 to install new pumping station and erect barrier system around (Heras Fencing) 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 3 metres deep and 2 metres in diameter
9. All debris will be placed within the cordoned area and any materials not required will be stored in A1 vehicle.
10. Using excavator to move the pumping station place in the hole
11. Fill pumping station with water and then place concrete around the pumping station to secure it in area
12. Ensure leaving cable duck visible to allow qualified electrician to connect to power source
13. Once complete the A1 employees will commencing digging a 300 metre 600mm deep and 225mm wide trench to allow feed pipe to be laid to connect to the main sewer system
14. The trench will cut across a rugby pitch and all work will be carried out in 25 metre sections once a CAT scan of the area to be dug has been completed (perform CAT scan to ensure area is safe / dig the trench / lay the pip off a 150 metre roll and then back fil the trench and make good)
15. Clean shingle will then be laid throughout the bed of the trench to support the feed pipe
16. The entire trench will then be covered in type 1 scalping's
17. All materials in trench will then be compacted
18. New feed pipe will then be connected to main sewer system
19. Once electrician has connected the pumping station the A1 Group employees will make the area good by installing a new man hole cover and cement this in place
20. Whole area will then be cleaned and all debris will be removed
21. Heras fencing will be removed and placed back on A1 vehicle
22. A1 Staff will confirm to college representative work have been complete
23. 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:  |