**A1 Group H&S Method Statement**

**Delivery of Portable Toilet to Client Site**

This Health and Safety Method Statement has been prepared by the A1 Loo Hire and relates to the delivery and positioning of a Portable Toilet at a client site at <location> 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**

Delivery and positioning of Portable Toilet to <location> on behalf of <name>

**Scope of work for A1 Loo Hire staff**

1. The task involved is receive order for Portable Toilet from client and arrange delivery
2. Ascertain location of delivery and any potential hazards on site i.e. gradients etc
3. Use <type of vehicle> vehicle to deliver Portable Toilet
4. Attach safety straps to ensure portable toilet is secure on vehicle
5. Check welfare of all safety devices including brake lights and indictors prior to dispatch to client location
6. Check any equipment and liquids inside Portable Toilet are secure prior to dispatch
7. Arrive client site and A1 Loo Hire staff 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
8. Switch off ignition in vehicle and apply hand brake
9. Exit vehicle in a safe and controlled manner
10. Make client representative aware of arrival and sign in if necessary
11. Locate area for Portable Toilet to be positioned
12. Remove Portable Toilet from A1 Loo Hire vehicle in safe and controlled manner using if necessary equipment to assist in the process
13. Position portable toilet on flat surface as possible
14. Ensure that the floor is clean and tidy
15. Ensure chemical is added to toilet and toilet paper inside
16. Give demonstration of Portable Toilet features to client
17. Prior to leaving client site A1 Loo Hire staff will obtain signature for delivery and functionality of Portable Toilet from client
18. A1 Loo Hire staff sign out of site and exit site in a safe and controlled manner

**Potential Hazards to A1 Loo Hire staff**

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

1. *Working in a busy access area.*

Control Measure: A1 Loo Hire staff to wear Hi visibility jackets and correct PPE at all times whilst undertaking all work on site

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