**A1 Group H&S Method Statement**

This Health and Safety Method Statement has been prepared by A1 Group and concerns waste removal from trailer toilets at the Houses of Parliament in central London.

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**

Emptying of waste from trailer, refilling with clean water and applying neutralising chemicals.

**Scope of work for A1 Employee**

1. Drive vacuum tanker vehicle to House of Parliament.
2. Sign in with security and obtain pass whilst on site.
3. Locate trailer toilet in the forecourt area.
4. Position vehicle in a convenient area using best endeavours to cause minimum obstruction to pedestrians and other workers.
5. Apply parking brake and leave engine of vehicle running to enable pump to be engaged when needed.
6. Exit vehicle and put on all necessary PPE.
7. Remove hatch to tank on the toilet requiring emptying.
8. Unload required hose.
9. Connect one end to inlet valve on vacuum tanker vehicle.
10. Place other end of hose into toilet tank.
11. Engage vacuum pump.
12. Open inlet valve on vacuum tanker.
13. Proceed to empty contents of toilet tank making any necessary adjustments to the positioning of the hose at the bottom of the tank to ensure that the tank is totally empty.
14. When the tank is empty, close the inlet valve.
15. Switch off the pump.
16. Remove the hose from the toilet.
17. Fill toilet tank with clean water and apply neutralising chemicals to water.
18. Replace the hatch to the tank opening.
19. Disconnect the hoses and place them back on the vehicle.
20. Remove any necessary PPE.
21. Return to cab of vehicle.
22. Complete any necessary documentation.
23. Proceed to security and sign off site and return security pass
24. Leave site in a controlled manner and in accordance with the Highway Code requirements.
25. Dispose of all waste at a licensed disposal site only.

**Potential Hazards to A1 Group employees**

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

* There will be no hazardous materials used
* Neutralising chemicals are used and A1 group employees use correct PPE and are aware of the COSHH Assessments for the chemical being used.
* No silicone
* No burners
* 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:  |