PROJECT
The demolition and associated works of the former disused Meggit site buildings

AT
Meggitt Aircraft Braking Systems Limited, Holbrook Lane, Coventry CV6 4AA

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DEMOLITION METHOD STATEMENT

1. DOCUMENT STATUS
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DOCUMENT AUTHORISATION

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Note: Electronic versions of this document do not contain signatures

DOCUMENT HISTORY

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DISCLAIMER

This Method Statement is produced as part of the DSM Safe System of Works and is intended to be used as a guide only for the Health & Safety of DSM's site operatives, visitors and adjacent occupiers of the site in question, so far as can be reasonably expected with the actual knowledge and information available to DSM at the time of issue of this document. As such no reliance should be placed (and DSM accepts no responsibility whatsoever for the consequences of such reliance) on this Method Statement by any person in any contractual arrangement. This does not affect the statutory rights of any party contracting with DSM under general health & safety law.
2. SCOPE OF WORKS CHECK SHEET

WORKS SEGREGATION PRIOR TO WORKS:
DSM is responsible for ensuring the work area is suitably segregated. The Meggit site is a secure site with on site security. DSM will work with the client representatives and security to ensure this is not compromised throughout the works. Timber hoarding will be installed to the front elevation of the site as agreed with the client. Heras type fencing will be used to create a secure working area where no suitable fencing exists. The fencing shall be braced or supported where necessary against unauthorised access and the effects of adverse weather conditions. Warning signs will be displayed in pertinent positions leading up to the site and around the boundary of the site.

DSM Site Manager’s Signature ..........................................  Date ............................

SERVICES:
Client responsible; Client is responsible for the disconnection, termination or diversion of all services on site. Confirmation of service disconnection locations must be issued to the site manager prior to commencement of the works. It is known that there is a LIVE water pumping structure and tanks along with a new routed water pipes that will be present throughout the works. DSM are to protect from inadvertent damage.

DSM Site Manager’s Signature ..........................................  Date ............................

WELFARE:
DSM responsible; DSM will arrange for suitable facilities for the works in line with CDM 2007 schedule 2.

DSM Site Manager’s Signature ..........................................  Date ............................

ASBESTOS PRESENT:
Notifiable: Present - DSM to remove as part of the works (Covered under separate method statement).
Non-Notifiable: Present – DSM to remove as part of the works (Covered under separate method statement).

DSM Site Manager’s Signature ..........................................  Date ............................

DEMOLITION:
Floor slabs: Works to slab level only
Foundations: Works to slab level only
Arisings: Use suitable concrete and brick arisings as shoring to change of levels
Hard standings: Works to slab level only

DSM Site Manager’s Signature ..........................................  Date ............................

FINISHES:
Fencing on completion: Remove DSM installed fencing
Ground on completion: Works to slab level only.

DSM Site Manager’s Signature ..........................................  Date ............................
DEMOlITION METHOD STATEMENT

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3. METHOD STATEMENT DETAILS

OVERALL SCOPE OF WORK
The scope of works covered within this method statement consists of the demolition and associated works within the Meggit Site of the identified disused buildings. Works include removal of:
- Remove and disposal of all NNLW and non-notifiable asbestos containing materials identified within the HSG264 R&D Asbestos Survey.
- Remove all fixtures and fittings and soft strip buildings
- Demolition of all structures down to top of slab level
- Reduction to a suitable height of boundary walls to maintain a secure site
- Use of suitable machine pulverised material as battered against newly created open edges.
- Installation of propping/shoring to retained walls that will form boundary walls.
- Installation of hand rails to identified open edges.
- Removal of arisings created from the works into recycling waste streams into suitable bins/containers for removal off site.

As well as the Health & Safety Management System developed by DSM Demolition, the drawings and followings documents collectively make up the safe system of work for this task;
- Personal Protective Equipment Assessment
- Manual Handling Assessment
- Task Specific Risk Assessment

CONTRACT TIMESCALE
The contract timescale:
18 Weeks

Contract start date:
July 2013

PLANT EQUIPMENT
- 2 x D-Rig (Hyundai 420 and 340 or equivalent with advanced 360° rotating demolition attachments including, Pulverising Jaws, Hydraulic Breaker, Metal Shear and Grab attachments)
- 1 x Bob cat skid steer loader
- Oxy-propane cutting equipment
- MEWP (Cherry picker type)
- Mobile scaffold access tower

(Please note that this is not an exhaustive list and that plant and equipment will be provided at a frequency to deliver the works in a safe manner and in accordance with the agreed programme of works)

PERSONNEL
1 X Site Manager / Works Supervisor
2 X Machine Operator
4 X Demolition Operatives
(The frequency of the site based and non-site based frequency dependant on operations and programme demand)

SERVICES
Client is responsible for the disconnection, termination or diversion of all services on site. Confirmation of service disconnection locations must be issued to the site manager prior to commencement of the works. It is known that there is a LIVE water pumping structure and tanks along with a new routed water pipes that will be present throughout the works. DSM are to protect from inadvertent damage. Works within close proximity to the pump house, tanks and water pipes will be carefully demolished by hand if required.

SITE SECURITY
DSM is responsible for ensuring the work area is suitably segregated. The Meggit site is a secure site with on site security. DSM will work with the client representatives and security to ensure this is not compromised throughout the works. Timber hoarding will be installed to the front elevation of the site as agreed with the client. Heras type fencing will be used to create a secure working area where no suitable fencing exists. The fencing shall be braced or supported where necessary against unauthorised access and the effects of adverse weather conditions. Warning signs will be displayed in pertinent positions leading up to the site and around the boundary of the site.
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ENVIRONMENTAL CONSIDERATIONS

DSM Demolition Ltd will execute the works sympathetically to the surrounding environment. During the works a watching brief will be in place to ensure the controls in place to control dust migration are suitable. Demolition dust will typically be controlled by applying water spray manually. Banksmen will be positioned as required during works to ensure the controls in place are suitable. As a precautionary measure works within sensitive areas will be carried out with additional care with banksmen communicating to the machine operator using 2way radios when it is safe to start and stop.

CONTINUAL LIAISON

It is imperative that the site manager maintains liaison with the client’s representatives and professional team including the Meggitt security on site. This is to enable a free two way flow of information regarding the safe and environmentally sound delivery of the project works, by well informed personnel using health promoting risk assessed methods. There are LIVE areas of the site and other site users/occupiers of structures that will remain LIVE throughout the works that may be disrupted by the works. DSM will have close liaisons will the relevant personnel to ensure minimum disruption from our works. Suitable emergency exits will be maintain and discussed through out the works. Will certain work being undertaken out of normal working hours if required.

SPLIT LINES, PROPPING, HAND RAILS AND WALL REDUCTION

There are two split lines that will be required as part of these works to separate structures that are to be retained and structures that are to be demolished. Split lines will be created by operatives working from access equipment in the form of a MEWP or mobile scaffold access towers. All access equipment will be setup up and used as per the manufacturers instructions. Reducing the structures down in this manner will allow more control over released material arisings than that capable by mechanical means.

The large machines on site will assist the works where possible. Structural engineers will be consulted to determine any propping/shoring required to any walls that currently form part of the site boundary that will be required to remain on or be reduced to an agreed safe level. Any propping shoring will be installed as per the structural engineers specification and recommendations. As part of the works DSM will remove an element of building (B6) with differing levels to the external of the structure, this will create open edges. DSM will install handrails along the fall edge as per the specification to remove the open edge. Machine pulverised concrete and brick arising will be used to remove the major ground differentials within the building, this material will be used to backfill any voids/pits.

SITE INDUCTIONS AND TRAINING

All persons undertaking works on site will be suitably trained and competent to carry out their task. All DSM operatives to gain the CSCS approved CCDO Demolition Card need to have undertaken both demolition activities and asbestos awareness training. All persons required to work on site will undertake full site inductions prior to commencing any works. The site inductions will be carried out by the site manager / supervisor and held within the canteen area on site. Programmed ‘Tool box Talks’, ‘Safety Meetings’ and Briefings will be undertaken and records to ensure all person involved with the works continues their personal Continual Development’ program encouraged by DSM.

DSM FIRST-AID

First aid assistance will be available from the DSM trained first-aiders on site. The first-aiders will be indicated on the first aid posters, which will be located around the welfare areas. The designated DSM first-aiders for the works will wear PPE with the first aid emblem clearly visible.

COSHH

Full sets of COSHH Assessments are held on site by DSM Demolition Project Managers for all materials that may be used during our works (sample in appendix). Any new materials encountered will have a COSHH Assessment undertaken as soon as practically possible. Burning equipment if used will consist of liquefied oxygen & propane gas, supplied in pressurised cylinders. The storage of these will be in designated security fenced areas or purpose designed security cages away from welfare and office facilities. Fuel oil for plant will be stored in double bunded tanks, their location will take into account features such as drain systems. This will ensure in the event of catastrophic failure released liquids will be contained locally. Spill kits will be maintained in close proximity to fuel storage and refuelling areas. COSHH assessments are regularly checked to ensure they are relevant to the operations being carried out. This takes place at least once a year on release of the new EH40 standards (reassessed by HSE) or when operating circumstances change.
4. TASK SPECIFIC METHOD STATEMENTS

**MS 01 - SITE SETUP**

**Scope:** It is proposed that the site set up (welfare) will be located within the hardstanding area to the right as you enter the work area the gated access. The exact location however will be determined by the site manager and contracts director to optimise the work area and reduce the need to relocation during the works.

1. Site facilities are delivered to site on a flatbed vehicle with hydraulic lift equipment. Certificates for the lifting equipment and the operator shall be available for inspection to ensure the equipment is within its test period, suitable to carry out the task and the operator is competent to carry out the lifting operation. The contract lift lifting plan will then be inspected to ensure compliance.

2. The cabin will be lifted into position by the vehicle hydraulic lift equipment. Guide ropes may be fitted to the cabin to safely guide and direct the cabin during the lifting and manoeuvring operations. At no time will any operative stand directly underneath the load as the lift is underway, a safe distance will be maintained at all times. It should be noted that facilities may be delivered to site on the rear of hook wagons. The positioning of the cabins will be so that maximum use of the space is made. Safe access to the site facilities will be maintained at all times.

3. The site facilities will themselves be segregated by an inner fence line to reduce vehicular and pedestrian interface.

4. The facilities to be installed are;
   - Site Managers Office
   - Canteen Facility
   - Toilets
   - Tool Lock up Cabin

5. All the required facilities will be connected to a super silent generator.

6. Toilet facilities will be connected via trapped soil pipe system into the existing foul drainage system if available, otherwise the toilet facilities will be of the self-contained type for which the septic tank will be emptied on a weekly basis or more frequent if required.

7. Potable water will be supplied to the facility, waste water will be disposed of via trapped soil pipe system into the existing foul water otherwise into the septic tank.

8. The canteen will be furnished with sufficient seating in-line with the number of operatives on site; a means of heating water, this will be in two forms firstly a secured Burco Boiler for making hot drinks and secondly a hot water heater for washing hands and cups etc.; a means of heating food, typically this will be in the form of a microwave oven. All site facilities will be kept in a clean, tidy and hygienic condition i.e. cleaned daily.

9. Clear signage will be displayed identifying emergency access routes within the building, this plan will be updated as routes or situations change. This will be undertaken by the site manager on a daily basis or as required.

10. All deliveries of plant and large equipment will be coordinated with all concerned. Where practicable deliveries of such equipment will be arranged for either early morning or late evening to avoid disruption to local traffic.
MS 02 - PLANT & EQUIPMENT DELIVERY

Scope: The delivery to site of the ‘Plant’ and ‘Waste Containers’ for use during the works.

1. All plant and equipment that will be delivered to site will be planned and notified in advance. The predetermined and agreed access route will be used. All drivers abiding by traffic and site rules i.e. speed restrictions. Access to the demolition works site will be controlled by banksmen.

HOLD POINT

2. Confirmation that a “Banksman” will be used to control the delivery vehicles movements while within the demolition site area. Including access and egress into the site.

DSM Site Manager
Signature ................................................

Date ....................................................

3. The Banksman will direct the driver to the unloading area/point within the site. Vehicle movement will be under the control of a Banksman at all times. Any plant on the vehicle will remained chained until it arrives at the unloading point.

4. Once the vehicle has arrived at the unloading area the plant / equipment will be unloaded from the vehicle.

5. Under the direct control of the “Banksman” the vehicle will then exit the demolition area and will leave site using the nominated traffic route.
MS 03 - SOFT STRIP

Scope: The full soft strip of the structures which includes the removal of any rubbish left by the previous occupiers, any fixed items such as cupboards, doors, carpets and floor coverings. Openings within the internal of the structure will be utilised to remove the released arisings into the exclusion zones.

HOLD POINT

1. Confirmation that prior to any works taking place, the immediate area around the building will be fenced off with ‘Heras’. Only a small exclusion zone will be required as the works will be carried out internally and carefully by hand. Warning signs will be displayed in pertinent positions as required. A Banksman will be positioned to control the movement of people around the structure.

DSM Site Manager
Signature ...............................................
Date ....................................................

2. Confirmation that additional fencing has been installed around the identified openings prior to soft strip commencing creating suitable and sufficient drop / exclusion zones for the soft-strip works.

DSM Site Manager
Signature ...............................................
Date ....................................................

3. Access /Egress points within the structure will be kept clear of any debris to avoid slip and trip hazards. Access into these areas will be limited and controlled by the working area supervisor.

4. Operatives wearing the appropriate P.P.E (see P.P.E assessment) will strip the items (described in the Scope) using hand held mechanical and non-mechanical tools such as lever bars, sledge hammers.

5. Glazing will not be removed during the soft strip phase of the demolition. To reduce risks glazing will be removed during the demolition of the structure. This will be carried out by the Demolition Rig (D-Rig) using its 360° rotating grab attachment from a remote location.

6. The structure will have a safety exclusion zones (Drop Zones) implemented around the identified openings. This exclusion zone will be bound with Heras type fencing with signage in pertinent locations. Access into these areas will be restricted and controlled by the DSM supervisor. Materials will be deposited through the openings into the exclusion/Drop zones. Larger items will be reduced in size to as small as practically possible to reduce manual handling.

7. As material piles build up within the external safety exclusion zones these will be periodically removed. This will be undertaken using a D-Rig fitted with grab attachment. On confirmation that works have stopped the D-Rig will enter the exclusion zone then using the 360° grab attachment the redundant materials will be picked up and deposited into suitable skips or containers. Once the area has been cleared the D-Rig is moved out, The operator will communicate to the supervisor and the area will become active again.

8. This work will be repeated around the structures to reduce the distance the redundant materials need to be carried, therefore reducing manual handling.

9. Confirmation that the Soft-stripped structure has been fenced off to ensure no inadvertent access by authorised or unauthorised persons prior to machine demolition.

DSM Site Manager
Signature ...............................................
Date ....................................................
MS 04 - REDUCTION OF CANOPY STRUCTURES AND SPLIT LINES

Scope: There are 3 canopy structures on site to be removed as part of these works. Two of the canopies will create the required split lines for the works. The canopy structures including the split line canopy’s will be deconstructed in a similar fashion. The large machine will assist the works where possible with operatives working from a MEWP to gain access to the works at height.

1. Operatives will gain access to the work area from a MEWP. The MEWP will be setup up and operated by competent trained person as per the manufactures instructions.

2. Operatives will begin removing the cladding to the structure. Various hand held tools will be used including rip saw, oxy-propane cutting equipment, lever/mattock bars etc.

3. Operatives will then begin removing any intermediates to the working structural bay. A structural bay is typically determined by the structures main upright columns.

4. Using oxy-propane cutting equipment operatives will create a hinge cut along the steel where the roof was located. Working from the top of the I beam steel in a downwards direction. Using this methodology will allow operatives to work from a safe distance during beam removal. The cutting torch has a long reach can be used oxy-propane cutting equipment.

5. Cut the beam from the top downwards will cause the unsupported steel (opposite end) to naturally lower under control. Once the end of the beam reaches ground level (the machine will take hold of the beam) the final plate of the I beam will be cut through releasing it from the structure. The machine will load released sections into the waiting bin/container for removal off site. Operatives will remove the remainder of the beam as above in piece meal fashion (bit by bit) leaving just a column stub.

6. The column stubs will then be removed using oxy-propane cutting equipment to cut them flush to ground level.

7. All persons will be kept clear of the area and the fencing will have suitable signage including falling zone attached to them.

8. The low level brick work will then be broken out and loaded into a suitable container/bin for removal off site.

9. All the redundant materials created will be placed within a suitable skip/container for removal off site.
DEMOLITION METHOD STATEMENT

MS 05 - DEMOLITION OF THE FORMER STEEL FRAMED STRUCTURES

Scope: This element of the demolition consists of methodology for reducing the steel framed structures down to slab level. For this element of the demolition the structure will be divided into bays. These bays will be determined by any load bearing element of the structure i.e. columns.

1. Confirmation that the building has been checked for unauthorised personnel prior to the commencement of the demolition and that the building will remain secure throughout the demolition process.

   DSM Site Manager
   Signature .............................................
   Date .............................................

2. Confirmation that Banksmen are positioned to advise of any situations which may give rise to Health & Safety risks to plant operators, operatives and passersby during the remote demolition.

   DSM Site Manager
   Signature .............................................
   Date .............................................

3. Confirmation its understood that buildings E7 and F7 will require a form of shoring/propping. All shoring to be as per the engineers specification.

   DSM Site Manager
   Signature .............................................
   Date .............................................

4. Confirmation its understood that an element of the building will be required to be reduced carefully by machine or where required by hand. This is within close proximity to the retained pump house, tanks and new water line.

   DSM Site Manager
   Signature .............................................
   Date .............................................

5. During the demolition works, traditional dust controls will be implemented to eliminate / reduce emissions. Knock down atomising sprays or water bowsers will be used to keep areas damp for the duration of the works, where required specific water sprays will used on particular points.

6. The D-Rig will be located a suitable safe distance from the structure for the commencement of the works. The D-Rig using its reach will begin by peeling any cladding from the structural elevation. The cladding will be segregated for removal off site. The cladding will be removed to expose the steel framework.

7. Any blockwork infills will be pulled into the exclusion zone directly in front of the D-Rig, this material will be periodically removed from the work area and stockpiled. The roof frame will be systematically sheared into sections in piecemeal fashion (bit by bit). The released sections will be guided/lowered down to ground level, if required the sections will be further processed at ground level into machine sized manageable elements for ease of transportation off site.

8. The roof covering and framework will be progressively removed with the reduction of the structure i.e. remove side and roof cladding, shear down roof framework, progressively reduce main structural framework to the bay move to next bay. Using the shears horizontally the D-Rig will cut through the steel upright columns as close to the base of the slab as practically possible. The column held in the jaws of the D-Rig will then be guided into the footprint for further processing for ease of transportation.

9. The timber structure will be removed in the same manner working from the top of the structure down in piecemeal fashion (bit by bit).

10. The D-Rig will progressively reduce the main element of the structure to ground level using the methodology above a single structural bay at a time, this will ensure maximum stability of the structure.

11. Whilst the machine progressively reduces the structure to ground level and has moved forward into the former structures footprint operatives will follow the works from a safe distance behind and remove the column stubs. This will be down with

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decommission / demolish / decontaminate
the use of oxy-propane cutting equipment to cut the stub as close to the floor slab as practically possible.

12. Where practically possible materials will be segregated by the D-Rig using its grab attachment into waste streams for recycling.

13. All waste movements will have transfer notes, copies of which will be retained on the site for inclusion in the developing health & safety file.
**MS 06 - DEMOLITION OF THE BRICK BUILDINGS**

**Scope:** This element of the demolition consists of methodology for reducing the brick buildings identified on site. The buildings have a mixture of pitched and flat roofs of varying constructions. All works will be carried out in compliance with ‘BS 6187:2011 Code of practice for full and partial demolition’.

**Note:** The former social club has a basement, at no time will the D-Rig track into the footprint during the demolition as the structure has a basement.

1. Confirmation that the building has been checked for unauthorised personnel prior to the commencement of the demolition and that the building will remain secure throughout the demolition process.

   DSM Site Manager  
   Signature  
   Date  

2. Confirmation that Banksmen are positioned to advise of any situations which may give rise to Health & Safety risks to plant operators, operatives and passersby during the remote demolition.

   DSM Site Manager  
   Signature  
   Date  

3. During the demolition works, traditional dust controls will be implemented to eliminate / reduce emissions. Knock down atomising sprays or water bowser will be used to keep areas damp for the duration of the works, where required specific water sprays will used on particular points.

4. The D-Rig will be located a safe distance from the structure for the commencement of the works. The first step will be to expose the roof structure.

5. The machine will break a hole into the building near eaves level. The brick work will be pulled/guided in courses from the structure into the exclusion zone directly in front of the machine. Removing an element of the brickwork will expose the roof structure.

6. **For flat concrete Roofs:** The machine using the pulveriser attachment the D-Rig will progressively remove the roof slab. As the concrete is broken up by the hydraulic jaws of the machine any reinforcing rods will be exposed. These will be cut by the cutting blades within the pulverising jaws mechanism. The machine will continue to process the slab in approximately 1m strips across the width of the slab, working from the front to the rear. The redundant materials will fall to the area below which again will be cleared by the machine as required.

7. **For flat timber Roofs** - The D-Rig will peel any covering from the roof. Any removed element will be lifted from the structure to ground level. Once at ground level the D-Rig will process the released section into machine sized sections for ease of loading into suitable bins/containers for removal off site.

8. **For pitched Roofs** - The D-Rig will remove the roof trusses, perlins and attached roof slates from the structure systematically with the progressive reduction of the walls, this will maximise the stability of the structure.

9. Once the first section has been removed, the remainder of the structure will be reduced in the same manner. Working from the top down, progressively removing the roof element and the associated walls to the structure systematically. The walls will be reduced by the machine using its attachment to pull the brickwork in course from the structure into the exclusion zone in front of the machine.

10. The machine will continue through the structure a single structural bay at a time, working the structure down in a top down manner in piecemeal fashion (bit by bit) until the entire structure has been reduced down to slab level.

11. The machine will be located a safe distance from the identified basement. The D-Rig will use its hydraulic breaker if required to break out the roof basement. For a timber roof the machine will use its grab attachment. The D-Rig using the hydraulic hammer will then reduce down the basement walls approximately 1m below top of slab level. The lower basement slab will be punctured in strategic locations to allow natural water run out. The basement void will then be backfilled with crush
DEMOLITION METHOD STATEMENT

material generate on site.

12. The machine will be located a safe distance from the basement void for undertaking these works. The D-Rig using the hydraulic hammer will then reduce and breakout the basement walls. The floor slab of the basement will then be punctured to allow normal drainage.

13. The basement void will be backfilled with suitable pulverised demolition arisings created from the works.

14. All waste material arisings from the works will be gathered and where practically possible segregated into different waste streams.

15. The waste materials will be transported to the on site tip.
MS 07 - TIMBER PICKING

Scope: During the soft strip works where practically possible timber such as doors and door frames will be removed, however to minimise the risk of health & safety being compromised floor boards and joists unless it is essential to the works will not be removed. The demolition will be undertaken using small to large demolition rigs fitted with various attachments. During the demolition process the plant operator will endeavour to remove and segregate the timber sections to a separate stock pile.

There may be a need to walk the area to remove the final fragments of timber before the materials are crushed.

1. Confirmation from the site manager that the physical demolition works have been completed and the structure is on the floor in a safe condition.

   DSM Site Manager
   Signature .............................................
   Date .............................................

2. Confirmation that all operatives have been briefed on this task and risks associated with the work element, and that the operatives have endorsed the method statement in the appropriate section with their signature.

   DSM Site Manager
   Signature .............................................
   Date .............................................

3. Before the start and during this task the site manager is to assess the weather conditions, as heavy down falls of rain/ snow etc may introduce additional risks from mud and slippery conditions, for which the risks may be difficult to eliminate, reduce or control.

4. Operatives must wear the site minimum Personal Protective Equipment (PPE) reference the ‘PPE Assessment’ attached.

5. The resulting arisings will be spread over an area suitable to carry out the timber picking activity. Initial the D-Rig using its attachment will remove any large fragments of timber that are visible. During this period no operatives will be allowed into the working area as the risk of being struck by the plant machinery would be greatly increased. Once complete the machine will move out the area.

6. Operatives will then walk the area with good visual awareness to the surrounding conditions underfoot, whilst looking for fragments of timber. Large sections found will be left in-situ and the location marked, these timbers will be removed by plant at a later stage once the area is clear. Any timber fragments found will be stockpiled within the area to allow the machine to gather once operatives have completed their walk of the area.

7. Once the area has been cleared the machine will move in to remove any remaining large items and stockpiles.

Notes:

1. General housekeeping issues are to be addressed on a daily basis, with a walk through of the site being undertaken by the works manager; any unsafe conditions or acts observed will be actioned immediately.

2. All Hold Points must be signed off before work commences.

3. The minimum site PPE requirements apply to these tasks which are; safety helmets, safety footwear, hi visibility garment (vest), gloves, glasses and half face fitted P3 filtered mask.

4. All PPE & RPE provided by DSM demolition limited for this task must be worn at all times whilst carrying out the task.

5. It is the responsibility of the employee to maintain the equipment. You must report any damaged, worn, lost or defective items to your immediate manager/supervisor who source a replacement item before you carry out any further work tasks.
5. DRAWINGS

DWG/9340/1/JM – SITE LOCATION PLAN

FULLESHILL PARK

SWALLOW ROAD

HOLEBROOK LANE

X3

C3

D3

B3

A6

B6

H6

T6

J6

K6

G6

F6

C6

O6

P6

Q6

R6

D6

H6

BASEMENT IN THIS BUILDING
UNDERGROUND DUCTS/CHAMBERS
PUMP HOUSE TO REMAIN, TAKE CAUTION WHEN DEMOLISHING BUILDING B6 IN THIS AREA
CLADDING AT HIGH LEVEL TO BE REPLACED
HERAS FENCE
B7

C7

D7

R7

Q7

A7

MMC

BUILDING TO BE DEMOLISHED
BUILDING TO BE RETAINED (LIVE)
CANOPY AREA TO BE REMOVED
SPLIT LINE
BOUNDARY WALL / PARTY WALL WORKS TO BE CONFIRMED BY CLIENT
PHASE 1 DEMOLITION DIRECTION
PHASE 2 DEMOLITION DIRECTION
HERAS FENCING
ELECTRIC SUPPLY (LIVE)

www.dsmgroup.info
decommission / demolish / decontaminate
6. PERSONAL PROTECTIVE EQUIPMENT

GENERAL WORKING ENVIRONMENT

<table>
<thead>
<tr>
<th>Condition</th>
<th>Yes</th>
<th>No</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does the task require great physical effort?</td>
<td>☑️</td>
<td>☐️</td>
<td>This operation requires some physical exertion but operatives are given specific tasks set against age and ability.</td>
</tr>
<tr>
<td>Are extremes of temperature likely to be encountered?</td>
<td>☐️</td>
<td>☑️</td>
<td></td>
</tr>
<tr>
<td>Is potential oxygen deficiency a factor?</td>
<td>☐️</td>
<td>☑️</td>
<td></td>
</tr>
<tr>
<td>Communication system required? (If yes, specify type)</td>
<td>☑️</td>
<td>☐️</td>
<td>Communication is critical during the works.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part of the Body</th>
<th>At Risk?</th>
<th>Hazard</th>
<th>PPE Selected</th>
<th>BS/EN Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whole Body</td>
<td>Y</td>
<td>Being struck by moving plant and machinery.</td>
<td>Hi Visibility vest</td>
<td>EN 471</td>
</tr>
<tr>
<td>Head</td>
<td>Y</td>
<td>Bumping into overhead hazards</td>
<td>Safety Helmet</td>
<td>BS EN 397</td>
</tr>
<tr>
<td>Ears (Hearing)</td>
<td>Y</td>
<td>Breaking operations</td>
<td>Ear Protection</td>
<td>BS EN 352-3</td>
</tr>
<tr>
<td>Eyes</td>
<td>Y</td>
<td>Foreign objects in the eyes</td>
<td>Safety Glasses</td>
<td>EN 166 1F</td>
</tr>
<tr>
<td>Respiratory System</td>
<td>N</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hands</td>
<td>Y</td>
<td>Puncture wound from sharp objects</td>
<td>Suitable gloves / gauntlets for the task</td>
<td>BS-EN 140</td>
</tr>
<tr>
<td>Feet</td>
<td>Y</td>
<td>Damage to feet from objects and puncture wounds sharp objects.</td>
<td>Safety footwear with toe &amp; sole protection</td>
<td>BS-EN 345</td>
</tr>
</tbody>
</table>

GENERAL COMMENTS
### 7. MANUAL HANDLING ASSESSMENT

#### A: ASSESSMENT (Answer the following questions)

<table>
<thead>
<tr>
<th>Question</th>
<th>Y/N</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Does the operation involve a significant risk of injury? (Complete Section B)</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>2. If No the assessment need go no further.</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>3. If Yes, can the operation be avoided, mechanised or level of risk reduced?</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>4. If Yes, record steps in Sect. C &amp; D and review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Has the risk of injury been eliminated or reduced to an acceptable level?</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>6. If Yes, the assessment is complete. If No, review activities to eliminate significant risks relating to Manual Handling Operations.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### B: HAZARD CHECKLIST (Answer all questions YES or NO)

<table>
<thead>
<tr>
<th>The Task - does it involve:</th>
<th>Y/N</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holding the load away from the trunk?</td>
<td>N</td>
<td>Loads can be reduced down in size and held close to the body</td>
</tr>
<tr>
<td>Twisting the trunk?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Poor posture i.e. stooping/stretching?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Strenuous pushing or pulling?</td>
<td>Y</td>
<td>Operatives to make use of the tools supplied to reduce pulling and pushing</td>
</tr>
<tr>
<td>Excessive lifting or lowering?</td>
<td>Y</td>
<td>Tool box talks will be given to all operatives</td>
</tr>
<tr>
<td>Repetitive handling?</td>
<td>Y</td>
<td>This operation is repetitive, regular breaks will be taken</td>
</tr>
<tr>
<td>Excessive carrying distances?</td>
<td>N</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Load - is it:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Heavy?</td>
<td>N</td>
<td>Loads to be reduced down in size or handled by multiple operatives</td>
</tr>
<tr>
<td>Bulky or unwieldy?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Difficult to grasp?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Unstable, or contents likely to shift?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Potentially harmful e.g. Hot, sharp?</td>
<td>N</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Working Environment - are there:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Constraints on posture?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Uneven or unstable floors?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Variations in floor levels/work surface?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Extremes of temperature, humidity?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Poor lighting conditions?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Excessive noise levels or air movements?</td>
<td>N</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Individual Capabilities - does the job:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Require unusual capabilities i.e. strength?</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Require special information/training?</td>
<td>Y</td>
<td>Operatives are trained in good manual handling techniques. Tool box talks given.</td>
</tr>
</tbody>
</table>
DESTRUCTION METHOD STATEMENT

<table>
<thead>
<tr>
<th>B: HAZARD CHECKLIST (Answer all questions YES or NO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Task - does it involve:</td>
</tr>
<tr>
<td>Involve handlers who are pregnant?</td>
</tr>
<tr>
<td>7. Involve handlers with health problems?</td>
</tr>
<tr>
<td>Other Factors:</td>
</tr>
<tr>
<td>Are there any protective clothing or items being worn that may increase the risk of injury from Manual Handling Operations?</td>
</tr>
</tbody>
</table>

MANUAL HANDLING OPERATIONS ASSESSMENT

<table>
<thead>
<tr>
<th>C. ASSESSMENT OF RISK AGAINST IDENTIFIED HAZARDS *Tick as necessary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Risk of Rating</td>
</tr>
</tbody>
</table>

D. ADDITIONAL CONTROL MEASURES REQUIRED TO REDUCE THE RISK TO ALRP.

Tool box talks on slips, trips and falls to minimise the risk of injury during manual handling.
### 8. RISK ASSESSMENT

<table>
<thead>
<tr>
<th>Assessors Name:</th>
<th>John Merchant</th>
<th>Date of Assessment:</th>
<th>11 June 2013</th>
<th>Review Date:</th>
<th>October 2013</th>
</tr>
</thead>
</table>

#### Hazard Risk Rating

<table>
<thead>
<tr>
<th>Probability</th>
<th>Description</th>
<th>Risk Rating (R/R)</th>
<th>(P) Probability X Severity (S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low=1</td>
<td>Unlikely to occur</td>
<td>Medium=2</td>
<td><strong>Risk Rating (R/R)</strong></td>
</tr>
<tr>
<td>Medium=2</td>
<td>Likely to occur</td>
<td></td>
<td>Low=4 Injury/Illness or environmental impact</td>
</tr>
<tr>
<td>High=3</td>
<td>Very likely to occur</td>
<td></td>
<td>Medium=5 Major injury or environmental impact</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>High=6 Death or immobilising major injury</td>
</tr>
</tbody>
</table>

#### Persons at Risk –Affected Groups

A –Operatives  B – Site Visitors  C – Members of the Public

Action By: (SM) Site Manger, (S) Supervisor, (Op) Operatives

<table>
<thead>
<tr>
<th>Task/Hazard</th>
<th>Who and How (Risk)</th>
<th>Risk Rating</th>
<th>Control Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Management</td>
<td>(All) – Vehicle impact injuries</td>
<td>2 6 12</td>
<td>Ensure Banksmen control all reversing vehicles and vehicles leaving site. All vehicles leaving site should leave in forward gear only. All drivers of vehicles are to abide by site specific rules pertaining to speed restrictions etc i.e. 5mph. On site pedestrians routes to be established particularly at the site entrance and where plant and operatives interface. Where practically possible all deliveries are to be notified in advance. Where reasonably practicable all traffic movement off site (waste transfer, plant delivery etc) to be limited to the quieter periods of the day i.e. avoiding school and office start, dinner and finishing times.</td>
</tr>
</tbody>
</table>

Residual Risk Rating |

<table>
<thead>
<tr>
<th>Action By?</th>
<th>P</th>
<th>S</th>
<th>R/R</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

The Hazard ‘Risk Rating’ (R/R) is determined by taking into account the (P) probability of an incident/loss occurring against the (S) severity of the outcome taking into account the amount of exposure. Each task is assessed and a pre-controlled risk rating “R/R” is assigned for the Hazard/Risk. The “R/R” is then reduced to an acceptable “low” level using the “Control Measures” and DSM’s safe working practices.
## Demolition Method Statement

<table>
<thead>
<tr>
<th>Task/Hazard</th>
<th>Who and How (Risk)</th>
<th>Risk Rating</th>
<th>Control Measures</th>
<th>Residual Risk Rating</th>
<th>Action By?</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUST</td>
<td>(All) – Inhalation by operatives and others</td>
<td>P S R/R</td>
<td>Ensure controls to eliminate or reduce dust emissions are in place as noted on the safety plan or method statements. Use of knock down atomising sprays, water bowsers to keep areas damp, specific water sprays to particular points and sheeting of loads in transit should be implemented.</td>
<td>P S R/R</td>
<td></td>
</tr>
<tr>
<td>(C) – Nuisance hazardous to surrounding vicinity &amp; works</td>
<td></td>
<td>P S R/R</td>
<td>Check with residents or occupied premises that they are aware of the operations and likelihood of risk. Ensure that sensitive areas are adequately protected from the works. Internal chutes within the structure will be used thus preventing dust migration. Carry out environmental monitoring during loading and demolition works. Ensure all measures in place are effective. Where this may prove to be inadequate, further measures should be carried out to improve the control and effectiveness of the dust reduction process.</td>
<td>P S R/R</td>
<td></td>
</tr>
<tr>
<td>(A) – Damage to Eyes</td>
<td></td>
<td>P S R/R</td>
<td>Ensure goggles and suitable dust masks are worn as per the attached PPE Assessment. Ensure controls are suitable and sufficient to control airborne particulars.</td>
<td>P S R/R</td>
<td></td>
</tr>
<tr>
<td>Soft Stripping:</td>
<td>Cuts, Grazes &amp; Abrasions</td>
<td>P S R/R</td>
<td>Ensure operatives are aware of the hazards that may be present when handling abandoned waste in particular foot penetration etc. Ensure correct PPE as per the attached PPE assessment are worn at all times.</td>
<td>P S R/R</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contact with Toxic Materials</td>
<td>P S R/R</td>
<td>Issue operatives with and ensure they wear appropriate PPE together with instructions to wash before eating, drinking or smoking.</td>
<td>P S R/R</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Slips, Trips and Falls</td>
<td>P S R/R</td>
<td>Ensure a safe system of work is in place and is explained to all operatives. Employ good housekeeping, Safe clear access routes to be identified within and around the structure, these areas must be checked on a regular basis and any hazards identified must be rectified promptly. End of shift ensure all tools etc are removed.</td>
<td>P S R/R</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Foot Penetration injuries</td>
<td>P S R/R</td>
<td>Ensure correct PPE as per attached PPE assessment. Good housekeeping. Footwear must have mid sole protection and toe protection</td>
<td>P S R/R</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contact with LIVE services</td>
<td>P S R/R</td>
<td>The client has arranged for the services to be disconnections. DSM is to receive drawing of service disconnection locations to enable the site manager to pass this information on to operatives on site.</td>
<td>P S R/R</td>
<td></td>
</tr>
</tbody>
</table>
# Demolition Method Statement

<table>
<thead>
<tr>
<th>Task/Hazard</th>
<th>Who and How (Risk)</th>
<th>Risk Rating</th>
<th>Control Measures</th>
<th>Residual Risk Rating</th>
<th>Action By?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Operatives) Fire / trapping</td>
<td>2 6 12</td>
<td>Soft strip materials are not to be stored on site and are to be removed as early as possible from the work area. Ensure there is fire fighting equipment in suitable location within the escape route (ensure these are not trip hazards in an emergency evacuation).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>On-site emergencies</td>
<td>(All) raising the alarm, Miss-communication</td>
<td>2 5 10</td>
<td>DSM site manager / supervisor is to communicate and develop the emergency plan and ensure the instructions are communicated to all parties.</td>
<td>1 5 5</td>
<td></td>
</tr>
<tr>
<td>Mechanical Demolition</td>
<td>Noise &amp; Vibration - Nuisance</td>
<td>1 4 8</td>
<td>The operations of the plant equipment is not noisy however noise readings at the rear of the equipment can start to near the action limit of 80dB(A), this should not be an issue as no persons should be within close proximity to the plant equipment other than the operator. Plant operators will wear appropriate hearing protection.</td>
<td>1 4 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Premature collapse of part or all of structure, Floor overloading</td>
<td>1 6 6</td>
<td>Site supervisor and machine operator to carry out walk around survey. Ask advice if not sure of building and or structures construction. Ensure through good supervision that the work is being carried out according to the method statement.</td>
<td>1 4 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Collapse of retained walls</td>
<td>3 6 12</td>
<td>Walls of structures that are to be retained as site boundary walls are to be inspected prior to demolition work to the structure by a competent structural engineer. Any structural engineers recommendations and propping/shoring designs are to be followed.</td>
<td>1 5 5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Creation of open edges</td>
<td>2 6 12</td>
<td>Within the structure are significant ground differential and pits. Where required to road side etc handrails will be installed. Pits are to be backfilled with all other potential falls not protected battered back with suitable machine pulverised concrete and masonry material arisings.</td>
<td>1 6 6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Damage/Contact with retained elements</td>
<td>3 5 15</td>
<td>Elements of the structure that require demolition that are within close proximity to retained or sensitive areas are to be fenced out to ensure they are not inadvertent damaged. Where the structure is too close to enable fencing to be installed the next protocol is to protect the element with plywood sheeting or similar, then carefully and under control demolish the structure mechanically. If further control is required then the structure is to be reduced by hand will plywood or similar protection installed.</td>
<td>1 5 5</td>
<td></td>
</tr>
</tbody>
</table>
## Demolition Method Statement

<table>
<thead>
<tr>
<th>Task/Hazard</th>
<th>Who and How (Risk)</th>
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<th>Control Measures</th>
<th>Residual Risk Rating</th>
<th>Action By?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Debris falling onto machine operator</td>
<td>2 4 8</td>
<td>Ensure that the machine is large enough to carry out the work at arm's length, or that the machine is able to reach the structure safely. Banks-men will use two-way radios to keep in constant communication with the plant operator during the demolition phase. Machines have highly reinforced cabs.</td>
<td>1 4 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Debris falling onto others adjacent to the site and operatives on site – Head &amp; foot injuries</td>
<td>2 5 10</td>
<td>Ensure the physical barriers to prohibit unauthorised persons into the working area are effective. Ensure the warning signs posted are clearly visible. Banks-men will use two-way radios to keep in constant communication with the plant operator during the demolition phase.</td>
<td>1 5 5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Falls into voids including basements and pits</td>
<td>2 6 12</td>
<td>The machine operator and site manager are to fully investigate the extend of the basements and pits prior to demolition of the structure. At no time must the machine be allowed to track on to the floor slab directly above the known voids. The machine is to carry out the works at arms length utilising the reach of the machine to carry out the works.</td>
<td>1 6 6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Changing of Quick Hitch Attachments</td>
<td>2 6 12</td>
<td>Ensure a dedicated and segregated area is allocated for changing of machine attachments. Ensure the machine operator is fully trained in the use of the quick hitch system on the machine. Where a semi automatic or manual QH system is used ensure the safety pin is in place before using the machine. Ensure the site supervisor is aware of his responsibility to ensure that all machines operating on his site have the safety pins in place through regular inspections.</td>
<td>1 6 6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Manual handling Injury</td>
<td>2 5 10</td>
<td>Do not overload bags or lift heavy objects etc, seek help at all times. Use lifting aids where possible. Ensure the floor area is not wet as per Slips, trips and falls.</td>
<td>1 5 5</td>
<td></td>
</tr>
</tbody>
</table>
## DEMOLITION METHOD STATEMENT

<table>
<thead>
<tr>
<th>Task/Hazard</th>
<th>Who and How (Risk)</th>
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<th>Control Measures</th>
<th>Residual Risk Rating</th>
<th>Action By?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oxy / Propane Cutting</td>
<td>Burns to operatives, Operatives clothing catching fire</td>
<td>2 5 10</td>
<td>Ensure hot work permit system is implemented and signed off at the end of the works. Ensure fire fighting equipment is on hand during all cutting works. Ensure that all cutting operatives are competent in their task and have had sufficient information, instruction, training &amp; supervision. Fire extinguishing medium to be present at all Hot Work Locations (Fire Extinguishers). Ensure permit is signed off. Cold cutting should be employed as an alternative, wherever practicable. PPE to be used as per the attached PPE assessment.</td>
<td>1 5 5</td>
<td></td>
</tr>
<tr>
<td>Bottles exploding</td>
<td></td>
<td>2 6 12</td>
<td>All cutting equipment i.e. guns, bottles to be fitted with correct safety valves and flash back arrestors. All full and empty gas bottles to be stored in a safe area, preferably within a secure compound. Propane to be separated from oxygen by a minimum of 3 metres. No storage of bottles within the immediate boundary of any site.</td>
<td>1 5 5</td>
<td></td>
</tr>
</tbody>
</table>
This “Risk Assessment” task sheet has been deliberately left blank, this is to allow the Project Manager to record any additional Hazards/Risks identified during the works and thus implement control measures to control the associated risks.

<table>
<thead>
<tr>
<th>Task/Hazard</th>
<th>Who and How (Risk)</th>
<th>Risk Rating</th>
<th>Control Measures</th>
<th>Residual Risk Rating</th>
<th>Action By?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>P</td>
<td>S</td>
<td>R/R</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>P</td>
<td>S</td>
<td>R/R</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>P</td>
<td>S</td>
<td>R/R</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>P</td>
<td>S</td>
<td>R/R</td>
<td></td>
</tr>
</tbody>
</table>
9. EMPLOYEE SIGN UP SHEET

The employees detailed below have signed to confirm that they:

- Have received a briefing from their Project Manager on the hazards involved with their undertaking.
- Understand the requirements of this Method Statement and the associated Risk Assessments.
- Shall work to the requirements of the method statement and control measures identified by the Risk Assessment.
- Will notify their Project Manager, should there be any abnormalities or areas of concern regarding the works.
- Shall advise the Project Manager of any current medical condition which may give rise to health risks whilst undertaking the task.

<table>
<thead>
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I confirm acceptance of the method of work and understanding of the Risk Assessments and controls to be applied.

<table>
<thead>
<tr>
<th>Site Managers Signature:</th>
<th>Date:</th>
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<tbody>
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</table>
10. EMPLOYEE COMMENTS

Employees can use this sheet to comment on the development of this method statement, this sheet can also be to comment on the works as it progress. Employees can sign or leave their comments anonymous.
# 11. APPENDICES

## APPENDIX A - DSM PROJECT CONTACTS

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>T. B. A</td>
<td>07774 941 083</td>
</tr>
<tr>
<td>Director of Health &amp; Safety</td>
<td>Robin Powell</td>
<td>07774 941 083</td>
</tr>
<tr>
<td>Contracts Director</td>
<td>John Kelly</td>
<td>07774 296 491</td>
</tr>
<tr>
<td>Operations Director</td>
<td>Des Kelly</td>
<td>07774 941 081</td>
</tr>
<tr>
<td>Contract Manager</td>
<td>Billy Young</td>
<td>07795 638 058</td>
</tr>
<tr>
<td>Commercial Manager</td>
<td>Andy Fletcher</td>
<td>07818 403 441</td>
</tr>
<tr>
<td>Quantity Surveyor</td>
<td>Louis Walker</td>
<td>07876 250 492</td>
</tr>
<tr>
<td>Environmental Manager</td>
<td>Rob Cooke</td>
<td>07795 267 961</td>
</tr>
<tr>
<td>Project Coordination Manager -</td>
<td>Tim Coppin</td>
<td>07741 305 821</td>
</tr>
<tr>
<td>Systems Technical Manager (H&amp;S)</td>
<td>John Merchant</td>
<td>07920 549 699</td>
</tr>
</tbody>
</table>

For emergency procedures and details of first aiders etc please see project “Emergency Plan”
DEMOLITION METHOD STATEMENT

APPENDIX B - TOOL BOX TALKS (INDEX)

001 - Abrasive Wheels
002 - Accident Prevention
003 - Acrow Props
004 - Advice to Supervisors
005 - Alcohol and Drugs
006 - Asbestos Cement Sheets
007 - Backfill to Structures
008 - Banking Vehicles
009 - Breakers
010 - Buried Services
011 - Cherry Picker
012 - Concrete Breakers
013 - Concrete Burns
014 - Concrete Pour
015 - Concrete Pumps
016 - Concrete Set Up
017 - Confined Spaces
018 - Control Of Waste
019 - CoSHH Symbols
020 - CoSHH
021 - Demolition
022 - Dermatitis
023 - Dumper Drivers
024 - Dust and Fumes
025 - Electric Services
026 - Electric Tools
027 - Electricity A to Z
028 - Electricity General
029 - Employee Advice
030 - Employee Duties
031 - Environment
032 - Excavations
033 - Eyes Protection 1
034 - Eyes Protection 2
035 - Fire Precautions + Extinguishers
036 - Flammable Liquids
037 - Forklift Operators 1
038 - Forklift Operators 2
039 - Gas Cylinders Gen
040 - Gas Services
041 - Hand Arm Vibration (Havs)
042 - Hand Protection
043 - Hand Tools
044 - Harnesses and Lanyards
045 - HAV Toolbox Talk
046 - HD Elec Breaker
047 - Head Protection
048 - Hearing Protection
049 - Holes and Openings
050 - Hooks + Eyebolts
051 - House Keeping
052 - Illegal Substances Drugs
053 - Ladders
054 - Look After Your Back
055 - Manual Hand
056 - Manual Handling
057 - Mats - Mobile Access Tower Scaffolds

058 - MEWPS - Cherry Pickers
059 - MEWPS - Scissor Lifts
060 - Mobile Crane Reminders
061 - Near Miss
062 - New Starts
063 - Noise - for Site Staff
064 - Noise
065 - Openings and Edges
066 - Overhead Cables
067 - Painting + CoSHH
068 - Permit to Work
069 - Piling
070 - Portable Electric Tools
071 - Portable Hand Held Power Saws
072 - PPE Q&A
073 - Pressure Washers
074 - Psittacosis
075 - Responsibilities
076 - Road Formation
077 - Roofwork
078 - Safe Stacking
079 - Scaffolding 1
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081 - Shackles
082 - Shafts
083 - Skin Protection
084 - Slinger - Signallers
085 - Slings
086 - Slips Trips Falls
087 - Solvents
088 - Stanley Knives
089 - Steelfixers
090 - Step Ladders
091 - Tetanus
092 - Tirfors
093 - Traffic Management
094 - Underground Services
095 - Unsafe Conds
096 - Vertical Concrete Traffic Barriers
097 - Water Services
098 - Weils Disease
099 - Welding Precautions
100 - Windy Conditions
101 - Winter Conditions
102 - Work At Heights
103 - Work Near Mobile Plant
104 - Work Near to Water
105 - Working Attitudes
106 - Working Close to A Crane
107 - Working Clothes
108 - Working Cold Weather
109 - Working Habits
110 - Working Hot Weather
111 - Working With Compressed Air Tools
112 - Needlestick Injuries
TOOL BOX TALK NO.1

Use of Abrasive Wheels
The most common areas of work where we come into contact with abrasive wheels is the cutting of reinforcement bar and bolts, chasing or finishing concrete. For cutting we usually use either 100mm or 225mm electric grinder or a 300mm petrol grinder. Precautions against injury to yourself and others must be undertaken.

- No person may change an abrasive cutting wheel unless trained, has a certificate and has been authorised to do so in the Site File.
- Make sure you have the right type disc for the material to be cut.
- Always wear PPE, goggles, ear defenders, boots and gloves.
- Inform people around you that you are about to start cutting.
- Check condition of grinder, if it has no guard, a damaged disk, damaged cable/plug - do not use, return to store man for repair or replacement.
- Never use the side of the wheel as this will weaken the disk and cause shattering.
- Do not put heavy pressure on a wheel when cutting.
- Do not put the grinder down to stop the blade, let it stop on its own accord.
- Do not grind or cut close to flammable or combustible materials. Where this cannot be done, a solid barrier of ply should be installed to stop the sparks.
- Fire Check: After using a grinder check that there is no possibility of a fire starting/smouldering nearby, and re-check one hour afterwards. Advise your Supervisor that it is all clear.
- Restrain disc cutters in the backs of vans to prevent damage to the disc.
- Don’t try and fit worn 300mm blades on a 225mm grinder – the speeds don’t match.
- The spindle speed must always be slower than the disc speed. Check both. If there is no speed marked on the machine tell your supervisor.
- Replace the blade when it gets worn down to 225mm diameter, the edge is going slower so cutting takes longer. Blades are cheap, men are not.
- Re-fuelling with properly mixed 2-stroke petrol, should be done by the store man who will also renew the blades. When re-fuelling ensure that no source of ignition is present. Keep spillage away from drainage systems.

Consider other cutters. Electric is quieter and air driven cutters (windy wheels) are handy if a compressor is already on site.

Ask yourself why are you cutting the item in the first place, why wasn’t it delivered the right length?

Do you have any questions for me?
Accident Prevention
The Construction industry employs approx 6% of the UK workforce, but accounts for 30% of all fatalities. Don’t become the next statistic.

CAUSES OF ACCIDENTS
1. People not thinking about what they are doing.
2. People not following instructions
3. People not following training they’ve been given
4. Unsafe manual handling, loading, stacking and storing.
5. Overloading of working places, scaffolding, hoists etc.
6. Incorrect use of plant and machinery
7. Use of faulty equipment with improvised repairs.
8. Illegal removal of guards and barriers.
9. Failure to use protective safety equipment.
10. Ignoring safety signals, signs and warning devices.

THE COST OF ACCIDENTS TO YOU
12. Loss of earnings and extra expense due to disability
13. Incapacity for the job and your leisure activities.
14. Unable to support family and possible family break-up.

To avoid accidents:
1. Don’t remove guards from machines.
2. Don’t handle substances without knowing the hazards
3. Don’t use machines if not trained and follow instructions.
4. Always comply with safe working practices.
5. Wear and use PPE correctly, don’t abuse it.
6. Don’t direct compressed air at yourself or others, it kills.

7. Never mess around while working.
8. Never use defective equipment or machinery.
9. Help to keep the workplace clean and tidy.
10. Wash and dry hands to remove substances from skin.
11. Report unsafe conditions to your Supervisor.
12. Use correct tools and equipment for the job.
13. Obey all safety rules and signs.
14. Don’t leave tools lying about where they can fall.

Q. What is a cause of accidents regarding plant?
What could the cost of an accident be to you?
Before using substances what must you find out?
Why shouldn’t you mess around on site?
    Q. What is a cause of accidents in working places?
    How could an accident to you affect your family?
    Q. Why shouldn’t you remove guards from machinery?

Do you have any questions for me?
APPENDIX C - HOT WORK PERMIT (SAMPLE)

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This permit is applicable to all operations that involve flames, sparks, hot air, welding and cutting equipment, blow lamps, bitumen boilers or any other equipment that have the potential to cause an ignition source.

Section One

Location of Works
Details of Works
Date Work Commencement  Time
Date Work Completion  Time
Special Precautions / Comments

Section Two

All areas liable to be affected by this hot work activity must have been inspected prior to the start of the works to ensure all combustible materials, liquids, gases, vapours etc have been removed to at least 6 metres from the proposed work area or suitably protected by overlapping sheets or screens of non-combustible material.

Appropriate fire extinguishers (2nr fully charged) or a hose connected to a fire hydrant with control at the nozzle is to be ready for use and must be close to hand during the work activity. The site manager or work area supervisor will be made responsible for fire safety on site and that reasonable precautions are taken.

Continuous fire safety checks must be made within a 6 metre radius of the works (including the other sides of walls and upper and lower floors) for a period of one hour after the completion of each work period.

Details of the emergency procedure / plan are to be communicated to all the workers involved in this activity.

I hereby declare the above has been made known to the competent person in charge of the work. I consider the above mentioned area is safe for the operations to be undertaken.

This permit must be kept in the vicinity of the works whilst they are in progress. On completion of the works it must be returned to the site office and signed off.

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Section Three

I hereby declare this permit is closed / cancelled (delete as necessary). The area has been inspected and is free from fire

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Contact Us:
Arden House, Arden Road, Heartlands, Birmingham B8 1DE.
Tel: 0121 322 2225  Fax: 0121 322 2227
Email: info@dsmgroup.info