

M&D FOUNDATIONS LTD

METHOD STATEMENT

Site:	T30295 Blue Hills Farm, Off Whitehall Road West, Birkenshaw, BD11 2DY	Revision:	Original
		Revision Date:	02/11/2023
Activity:	Steel Fixing & Placement of Re-Bar Cage		
Scope of Works:	Constructing Re-Bar Cages & Lowering into Trenches Prior to Concrete Pour		
Principal Contractor:	Countryside Partnerships		
Start Date:	TBC		
Duration:	TBC		
Site Manager:	TBC		
Tools / Equipment:	110V electrical equipment Battery operated power tools Hand tools Telehandler (where appropriate)		

M&D Foundations Ltd contact is:

Prior to arrival to site, contact with site management will be made to arrange access and for Site Safety Induction to take place. All site operatives will be given a health and safety site induction prior to any work commencing. Site safety rules, emergency arrangements and permits to dig to be issued during this time. The induction, in conjunction with the risk assessments and method statement, will highlight any hazards relevant to the site.

An emergency plan shall be discussed and agreed with all staff on site. All site operatives are to familiarize themselves with this.

Designated access routes to the work area are to be highlighted during the induction by the Principal Contractor and must be used and followed by all site workers.

Operatives are to utilise the parking and access as designated by the Principal Contractor.

The site working hours are 8.00AM – 5.00PM.

Any deliveries / removals to and from site are to be made within an agreed timeframe. Banksman will be available to supervise deliveries.

A secure area will be maintained during delivery loading and unloading.

Ensure all safety documentation and procedures have been put in place by the Principal Contractor and that the CDM requirements are being met before starting any work including health and safety notices.

Inspections of apparatus should be carried out before any work starts, checking for any damage.

All operatives are to be fully trained and experienced as necessary for the works that they are subject to undertake, including the use of any special equipment or materials that will be involved.

Plant operators will be required to hold a recognised certificate of competency.

Operatives are to hand over copies of their relevant competency when they undergo their site induction.

Operatives are to be competent in works to be carried out.

The Site Manager is to verify all competency records prior to the operatives starting work.

110v power tools with 240v transformer to be used when mains powered. The preference to use battery operated tools is to be made where possible.

All equipment if left unattended for a period of time such as lunch and rest breaks, shall be left in safe condition, secured and locked if possible.

The working area must be cleared to allow for the specified operations to take place in a safe manner without endangering other personnel that are not directly involved with the work activity. All personnel not directly involved with the operations should keep out of the work areas. If necessary, the working area will be cordoned off or otherwise secured against unauthorised entry.

Designated, safe areas are to be established for the cutting of materials.

All M & D Foundations Ltd site operatives are to ensure that they have all the required PPE for the task and that it is in good condition before commencing works.

The location of the site welfare facilities will be confirmed by the site manager during the induction.

Requirements of Schedule 2 of CDM Regulations are to be met.

Schedule 2 of the regulations confirms that the minimum welfare facilities required includes:

- Sanitary conveniences
- Washing facilities
- Drinking water
- Changing rooms and lockers
- Facilities for rest

Emergency Procedures

In the event of an emergency work will stop immediately and all personnel will leave the danger area. In the event of a structural problem, the Site Manager must be contacted immediately. If the emergency involves an injury, first aid will be provided. A nominated person, trained in first aid, will be on site at all times along with a sufficiently stocked first aid box.

All accidents are to be entered into the M & D Foundations Ltd accident book. Near misses are to be reported to M & D Foundations Ltd, however trivial.

Where necessary, the accident / incident will be investigated to establish the root causes and to identify suitable actions that can be implemented to prevent a reoccurrence.

Requirement for any of the emergency services will be achieved by dialling 999.

All operatives will be informed as to where the nearest hospital/A&E is along with the quickest route they should take if necessary.

Reportable accidents will be reported to the HSE within the permitted times for doing so. M & D Foundations Ltd will investigate all accidents and may employ the services of C2 Safety to carry out an investigation.

Any COSHH spillage / escape will be reported to site office and logged using the appropriate site form. The event will be reported to M & D Foundations personnel who will record the incident and advise as appropriate.

Fire extinguishers are to be put in place by the Principal Contractor and discussion of muster points and fire procedures are to be explained and understood at the site induction.

M&D Foundations Ltd are to provide fire extinguishers and first aid kits on company vehicles.

In the event of emergency evacuation of the cherry picker, the secondary operator will take control of the machine using the controls on the base unit allowing the platform to be brought down in a safe controlled manner.

Method of Work

Pre-Start

- All site operatives will sign in to site and attend any site-specific briefings as required by the Principal Contractor on site.
- An area around site to be barriered off, signed appropriately and fenced to prevent access of unauthorised persons. This will be organised by Principal Contractor.
- Plant and equipment to be delivered to site via mechanised transport – nominated transport to be a wagon.
- Re-enforcement steel to be stored safely in a designated area.

Constructing Reinforced Cages & Lowering into Trenches for Concrete Pour

- Confirm the extent of works to be carried out and precise locations.
- Unload all tools, materials and equipment into the work area.
- Work area will be segregated by other contractors before works commence.
- Excavation work will be carried out prior by others.
- Reinforcing bars (up to 6m in length) are placed onto metal trestles which are suitable to support of the constructed frame.
- Specified links are positioned on to the bars at the correct spacings and wired together. (Black wire) If stainless wire used, care taken when nipping off ends.
- Bottom bars are then inserted and again wired together.
- Completed cages are then lifted off trestles by operatives and placed in position in the trenches.
- They are then levelled up on spacer blocks and spliced together along with all of the relevant corner bars they are tied together ready for concrete. Suitable cover blocks added as needed.
- Prior to concreting, the cages will be checked and signed off by the relevant checking authorities.

Hazards

- Contact with live services
- Slips, trips & falls
- Collapse of trenches
- Defective tools and equipment
- Manual handling injuries
- Excessive noise levels from machinery
- Hot works
- Hand, arm & foot injuries
- Other contractors working in the nearby area.

Control Measures

Ensure the safe segregation of work.

Allow for safe access and egress to the site and work area at all times.

Provide appropriate information to personnel not involved with the operation.

Training certificates and/or cards to be provided.

Access equipment must only be used by a competent operative.

All operatives will hold the appropriate competency and provide this evidence to the Principal Contractor.

Authorised personnel only to enter to work area.

Work area will be CAT scanned and ensured that no live services are present. These services will be isolated and marked out.

Soil and vehicles should as far as practicable not be allowed within 1.0mtr of the edge of any trench. All trenches need to have a daily inspection to ensure there has been no soil slippage or side collapse before work commences.

Ensure battered or benched excavations, in loose ground conditions.

Ensure that trench findings are stored at least 2m away from edges (by others)

Prohibit vehicle parking within 1 m of trenches. Ensure engines are not running in the vicinity of the excavation.

Appropriate levels of security are to be provided.

Correct tools and equipment should be available, in good condition and well maintained.

All exposed ends of reinforcing bars must have mushrooms (plastic caps) fitted to reduce the likely hood of accidental impalement.

Authorised persons only to use power tools.

Use rechargeable portable tools in preference to those connected to mains or generators.

There should be absolutely no horseplay on site.

Shield noisy areas wherever practicable. Do not exceed exposure limits when working with noisy equipment.

Combustible materials to be removed from the work area.

Suitable firefighting extinguishers or medium must be present close to the area where hot cutting with Stihl saw or grinders are taking place. Dry powder foam charged hose or fire water buckets. Water is the preferred medium for clothing or work PPE for extinguishing fires.

Hazardous substances only to be handled by competent and authorised persons.

Use correct handling techniques during manual handling tasks. Use team lifting where required.

All staff not to exceed personal capability of lifting loads.

Operatives to be competent and physically fit.

Wear all required PPE and RPE as instructed.

Maintenance records to be kept up to date.

Clear away any debris safely as to avoid injuries.

Manual Handling

All materials stored on site will be as per the designated site material storage areas/plans.

All operatives to be competent in manual handling.

Manual handling of larger objects will be carried out by mechanical handling equipment.

Where this is unavailable, two man/team lifting will take place dependent on the overall weight of the material. Manual handling will be assessed using TILE.

TASK – lifting, lowering, carrying, pushing or pulling.

INDIVIDUAL – person who will be carrying out the manual handling activity.

LOAD – the object that is being moved.

ENVIRONMENT – area in which the load is being moved.

Work at Height

All work at height is to be done in a safe manner in conjunction with the correct selection of working platforms and access equipment that will be erected and inspected by a qualified person.

Working at height, where required, will be completed using appropriate access equipment that will be erected by suitably trained personnel.

All working at height activities are to be briefed to all operatives that may be affected.

Fall protection is to be put in place where working at height activities are to be carried out.

Work Equipment

All power tools are subjected to frequent PAT testing at 3-month intervals.

Work equipment must be visually inspected for damage before every use, do not use if it is defective.

Environment

Any waste accumulated is to be disposed of into the skips provided by the Principal Contractor or into designated disposal areas. Extra effort will be made to recycle anything possible.

A spill kit will be kept on site at all times to allow for an immediate clean up of any spills or leaks.

Both dust suppression and hearing protection will be introduced when exposure limits are to be exceeded.

Any plant shall be turned off when not in use to reduce the amount of noise that is generated. Where any noisy activity is to be undertaken for a significant length of time, then extra auditory measures will be put in place.

PPE Requirements (Tick where required)

Safety Footwear (EN20345-SB)	✓	Safety Goggles (EN166F)	✓	Face Mask (FFP3)	✓
High Visibility Jacket / Vest	✓	Hand/Arm Protection (EN388)	✓	Safety Helmet (EN 397)	✓
Hearing Protection (EN 352)	✓				

Notes:

- All PPE will be replaced as required during the contract.
- All personnel are to wash their hands prior to eating, drinking and smoking & after using the welfare facilities.

Compilation of Safety Documents – By M&D Foundations Ltd

Complied By:	Tim Rowse	Position:	Contracts Manager
Date:	02/11/2023		

Authorisation, Date & Review

Prepared By:	K Hutson – C2 Safety	Date:	30.10.2023
Signature:			
Review Date:	28.10.2024	Or before if there is a significant change to activity, legal requirement, organisation or following an accident meaning that the method statement will no longer be valid.	