

JAKE TYNAN SERVICES

TREE WORK

METHOD STATEMENT
for

Bersham Glenside Ltd

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Job Specific Method Statement, Contact
Sheet and Best Practice Guidance

1 General Method Statement

JAKE TYNAN SERVICES undertake tree work for private clients, local electricity board and canal and river trust. The work entails the cutting of trees in, and generally, but not always the disposal of arisings from canal, rivers, parks, roadside.

The works are carried out in a wide variety of locations including, but not limited to parkland, domestic gardens, public roadways, public pathways, industrial facilities etc.

The work is carried out by skilled, trained and competent individuals working in groups of not less than two and usually three or more at the work site as dictated by a task/job risk assessment.

All works procedures incorporate safe systems of working and form part of the internal quality control. These include the Arboricultural & Forestry Advisory Group (AFAG) guidelines published by the HSE and the Guide to Good Climbing Practice and Guide to use of MEWPS in Arboriculture published by the Arboricultural Association.

Jake Tynan Services expect all clients to comply with the statutory requirements of Health and Safety Legislation and inform us of all known hazards and risks that may affect their health and safety whilst at the client's location.

The tree works are potentially hazardous by nature. The training in work procedures, safe systems of working and management systems ensure that the works are completed in a safe manner.

2 Health and Safety

All Jake Tynan Services employees have received basic health and safety training applicable to their responsibilities. Training records are held at Jake Tynan Services office in each employee's personnel file. The health and safety policy indicates the way that Jake Tynan Services manages health and safety. All employees are empowered to take whatever action they deem appropriate to ensure the health and safety of themselves, their work colleagues and others that may be affected by their actions or the actions of others.

3 Management Structure

Jake Tynan Services operations are under the control of the director based at Wrexham. All field operatives are under the direct control of the team leader on site. All operatives are trained and skilled in their respective work. Work at the site is allowed only when a team leader and at least one other operative is present. Some works require at least three team members present. Specific detail is given in the works instructions.

4 Training

All Jake Tynan Services employees receive training appropriate to the task that they will undertake. The training requirements and objectives are detailed in the employee manual and are guided by AFAG 805. All employees are supervised to ensure the correct methods of working are used during site operations and regular Site Safety Audits are undertaken to monitor the use of these systems. Further training is identified during regular staff job reviews and recorded on staff profile sheets. The standard staff training includes:

HSE Approved First Aid to at least Emergency Aid; Manual Handling Training, Lantra Awards integrated training and Assessment (ITA) for machinery including brushwood chippers and stump grinders, NPTC Certificates of Competence for chainsaw use, aerial rescue and safe tree climbing.

5 Communications

Continuous communication between site operations, Jake Tynan Services office and the client is vital at all times. Each team leader is equipped with a mobile telephone to ensure that this contact is maintained. Operational instructions may be by any means, e.g. verbal, written or electronic. The team leader is required to maintain communication with landowners and site occupiers. Mobile telephones are used as emergency communications and when working in areas with no mobile coverage the Risk Assessment will be reviewed to provide alternative means of communication.

6 Site Access

Jake Tynan Services expect all clients to provide whatever information and supervision is necessary to ensure the safety of their employees during all site works. Work is generally carried out on weekdays between 7.30 a.m. and 6.00 p.m. weather and available daylight permitting. Alternative work patterns will be arranged directly with clients, site owners, occupiers or others, should it be required. Due to the nature of the work and the locations visited, health and safety arrangements for safe access and egress will be assessed at the work site in conjunction with the clients and owners or occupiers.

7 Work Procedures

All works are undertaken in accordance with the procedures contained within. These procedures are monitored and reviewed to incorporate up to date knowledge and experience as necessary. Clients' own health and safety standards and procedures can take precedence when they are of an equal or higher standard.

8 Tools and Personal Protective Equipment

All tools and personal equipment in use by field operatives are regularly inspected by the team leader and during site and supervisory visits. All field operatives are under standing instructions to replace faulty equipment immediately.

9 Plant and Machinery

Plant and machinery operating instructions are included in the operations procedures. These procedures include inspections prior to use and operational testing. All plant and machinery is regularly inspected by the team leader and during quality and supervisory visits. Faulty equipment is withdrawn from service and repairs undertaken prior to return to field operational use.

10 Transport

Jake Tynan Services provide vehicles suitable for the use that will be made of them. Generally these vehicles are transit tippers or 4x4, equipped with sufficient storage space for small items of plant and equipment. The vehicles are equipped with towing facilities for woodchipper machines or general-purpose trailers. The vehicles are under the control of the team leader and are regularly inspected both during field operations and during site and supervisory visits. The vehicles are regularly maintained and meet the requirements of road traffic legislation. The weight limits and towing capacities of any vehicle combination is the responsibility of the team leader. Vehicles are only driven on and off site by operatives holding a current and relevant UK driver's licence.

11 Environmental Policy

Jake Tynan Services will endeavour to minimise disruption to the natural environment in which they work. All works undertaken, by their very nature, will cause some change to the local environment. Jake Tynan Services operate in a way that minimises the effects of their work on the local environmental infrastructure.

12 Waste

Jake Tynan Services will be doing all work on site and all by products (e.g. sawdust, tree limbs) are being left on site - no waste will be moved.

METHOD STATEMENT

Site address	Bersham Bank Colliery Tip
Description of works	Clearing of trees on site
Site Personnel	Jake Tynan Director / owner
Date/s and time of works	TBC
Duration:	TBC
Emergencies:	Appropriate staff are trained in emergency procedures including aerial rescue. Staff competent in aerial rescue and rescue climbing equipment are provided at all work sites. The staff on site will have at least one mobile telephone. Jake Tynan
FirstAid:	A team first aid kit will be carried in all the vehicles used for these works. If individual staff are working more than 30m from a vehicle they will have a personal first aid kit. Tree climbers carry personal first aid kits. If the team is over 5 people then least two members of the team on site will have completed a course as a nominated First Aider; there will always be at least one nominated first aider available.
Vehicles:	Pick up truck
Plant:	3-5 tonne processor
Hand tools:	Chainsaws, handsaws, pole saws, hedge cutters
Staff:	These works will be carried out by staff experienced in this type of work. All staff have received chainsaw training to N.P.T.C. CS30, 31, 38, 39, 41 as a minimum or are working under the supervision of trained staff. There will be a minimum of two people on site at all times.

Method: Trees will be climbed by certificated workers with the aid of a rope and harness or work will be carried out from a mobile elevated work platform following industry best practice. Arisings from pruning operations will be lowered to ground level in a controlled manner or allowed to free fall where safe to do so, where ground staff will process into manageable sizes.

Trees to be felled will be (section felled to ground level/ clear felled) with arisings processed as above. The stems will be left on site in a safe position.

Site risk assessment: The team leader will complete an on site risk assessment on the day to take account of the weather and any change of circumstances during the operations, brief the squad and review daily or in the event of significant site changes.

The team leader will be responsible for ensuring the health and safety of the Team and co-ordinating health and safety matters with the team leaders for people within the working area or who may be affected by the works.

Risk prevention Staff trained and certificated with a minimum experience of 6 months or under direct supervision of team leader.

Signing and organisation of the works to notify those at risk in advance and during the works, and/or organise works to avoid busy times of day.

Site risk assessment to assess daily site hazards i.e. weather affecting visibility of the works and awareness of third persons.

Equipment will be well maintained and in safe working order.

Keys will be removed from plant when it is unattended.

Keep the minimum amount of fuel on site at any time: transport enough fuel for one days work and keep fuel away from buildings, etc when refuelling or storing.

PPE: **Staff will have the following personal protective equipment:**

When using chainsaws:-

Chainsaw protective trousers (climbers to have type C).

Helmets complete with eye protection and hearing protection.

Chainsaw protective boots with steel toe caps.

Gloves (optional)

Reflective Vests (Not for tree climbers)

Other PPE may be necessary dependant upon risk assessment

CONTACT SHEET**Site:....Bersham Bank Colliery tip.....****Job Number:...tbc.....**

	Company Name	Individual	Address	Emergency Phone no.
Client				
Main Contractor				
Main Contractor (on site foreman)				
Sub- Contractor				
Sub- Contractor (on site foreman)				
Site Agent/ Manager				
Local Authority Tree Officer				
Local HSE Office				

Safe Methods of Work.	The relevant HSE Arboricultural and Forestry Advisory Group Leaflets are		
	as follows:		
	AFAG/FISA		
	No.	Title	Relevant (Tick)
	103	Planting	
	104	Fencing	
	105	Hand held Power Posthole Borer	
	201	Hand Tool Weeding, Brashing and Pruning	
	202	Application of Pesticides by Hand Held Equipment	
	203	Clearing Saw	
	204	Flails & Mulchers in Tree Work	
	301	Using Petrol Driven Chainsaws	
	302	Basic Chainsaw Felling and Manual Takedown	
	303	Chainsaw Snedding	
	304	Chainsaw Cross Cutting & Manual Stacking	
	306	Chainsaw clearance of Windblow	
	307	Chainsaw Felling of Large Trees	
	308	Top Handled Chainsaws	
	310	The Use of Winches in Directional Felling and Takedown.	
	401	Tree Climbing Operations	
	402	Aerial Tree Rescue	
	403	Mobile Elevating Work Platforms (MEWPS) for Tree Work	
	404	Electrical Utility Arboriculture	
	501	Tractor Units in Tree Work	
	604	Wood Chippers	
	606	Mobile Stump Grinders	
	702	All Terrain Vehicles	
	703	Debogging and Recovery of Forest Machines	
	704	Excavators in Tree Work	
	802	Emergency Planning	
	804	Electricity at Work: forestry and arboriculture	
805	Training and Certification		
Other applicable Best Practice Guidance as issued by Arboricultural Association.			
Guide to Good Climbing Practice			
Guide to the use of MEWPS on Arboriculture			
Method statement completed by:		Jake Tynan	

Date:

29/03/2023