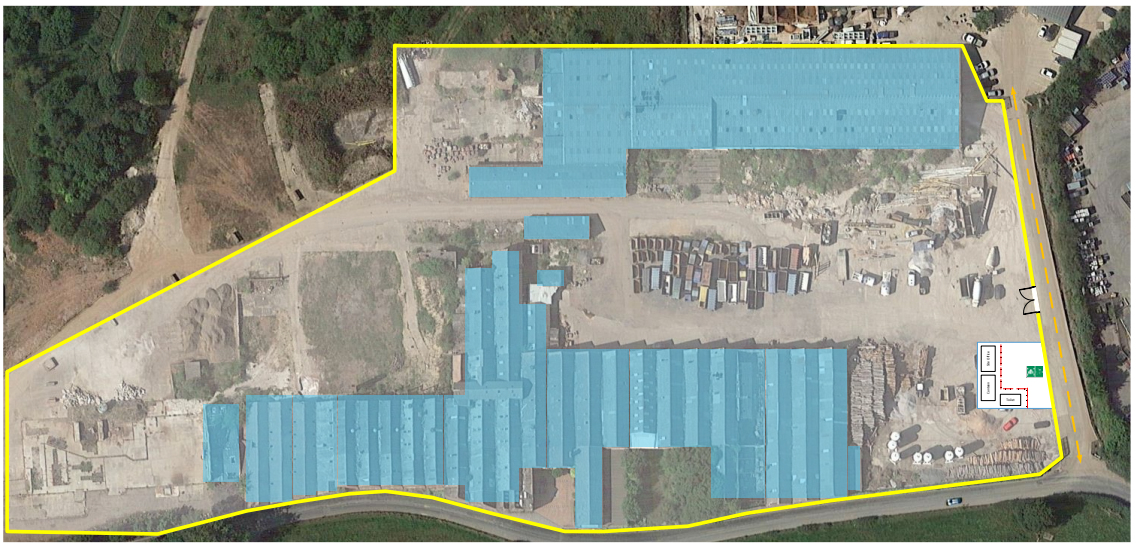
Demolition & Strip Out Method Statement



Hafod Industrial Estate, Wrexham

STD014

Prepared By	Date
Elliott Toner	26/08/2024

Date:	Rev No:	Revision

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1.0 Project Information

Project Name	Hafod Industrial Estate
Site Address	Hafod Road Ruabon Wrexham LL14 6HF

2.0 Client Information

Client Name	
Client Contact	
Client Email	
Client Number	

3.0 Programme

Start Date	TBC	**End Date**	TBC
Duration	TBC	**Working Hours**	07:30 – 18:00

4.0 Key Personnel

Project Manager	Elliott Toner	07786 558 261
Site Supervisor	Alec Ross	07539 540 782
Deputy Supervisor	TBC	-

5.0 Workforce Including Communication & Monitoring

Approximately 10no. operatives expected on site during the works, additional numbers for sub-contractors will be provided prior to attending site.

ST Demolition will ensure that all its employees are adequately trained in the tasks that they are required to carry out. Documentary proof will be available for inspection and further information is provided in a later section of this method statement.

All operatives will sign into site and read the asbestos survey information upon arrival and prior to starting work, the clients site agent will induct all operatives to site prior to works commencing.

Weekly safety talks (Toolbox Talks) will be given reinforcing the original instruction. The site supervisor and safety advisor will be on hand to give health and safety advice and to address any concerns that the operatives may have.

Open lines of communication will be provided between ST Demolition's site team and client representatives.

6.0 PPE

Personal Protective Equipment is to be worn at all times whilst works are being carried out, equipment is regularly checked and maintained with replacement items held on stock in works vehicles & welfare cabin on site, additional items will be held on stock at Head Office when required.

All Personal Protective Equipment will confirm to current British Standards (BS) and will be inspected for damage before use each day.

Description	Required	Specify Type & Details
	✓	General Purpose Grip Gloves (EN 388)
	✓	Hard Hat (EN 397)
	✓	Hi-Viz (EN 20471)
	✓	Steel Toe Capped Boots (EN 20345)
	×	N/A
	×	Safety Glasses (EN 166)
	✓	General Purpose Grip Gloves (EN 388)
Other please specify:		

HOLD POINT

Any out of date of damaged PPE shall be discarded and replaced.

7.0 Plant & Equipment

All equipment & tools on site will be maintained by authorised fitters and are routinely tested & serviced. A fitter is available on call during working hours to assist with any breakdowns or damaged equipment.

PAT Testing is carried on all electrical items and logged at Head Office all tools to be tagged with dates for validity.

LOLER inspections are carried out on a 6 monthly schedule on MEWPS etc and 12 monthly schedules on all other plant by an approved company appointed by the companies' insurance company or supplied with the equipment when hired in from an authorised hire company.

Testing certificates are available upon request.

Key Plant & Tools

Cordless Drill	✓	Access Towers	✓	Step Ladders	✓
Oil Storage Containers	✓	Hoist		Skip Wagon	✓
Skips	✓	Grab Wagon	✓	HIAB Wagon	✓
Heras Fencing	TBC	Toilet Block		Canteen Block	✓
Generator	✓	Site Office Block	✓	Storage Container	✓

Additional Plant & Tools

Description	Quantity/Sizes	Additional Info
Terex XR400 Crusher	1	✓
MEWP – Scissor Lift	2	✓
MEWP – Boom	1	✓
21 Tonne Kamatsu 360 Excavator	2	✓
Steel Cutters	2	-
Pulverisers Bucket	1	-
Breakers	2	-
Riddling Bucket	1	-
Buckets	2	-
Four Wheel Drive Dumper (6 Tonne)	2	✓
Dust Suppression Blasters	2	✓

NOTE THAT THE QUANTITY OF EQUIPMENT USED ON THE SITE WILL VARY AS THE WORKS PROGRESS

8.0 Personal Training Requirements

All ST Demolition operatives have attended & completed a range of various courses relating to the Demolition and Construction industry, certificates are available in both digital and paper format upon request.

Training is maintained by an external source who manage the refresher periods and updates on any new legislation or regulations coming into force.
Specific Training Requirements for site are listed below.

Access Tower	✓	Manual Handling	✓	Plant Machinery	✓	CSCS Card	✓
Hand Tools	✓	Abrasive Wheels	✓	First Aid	✓	Asbestos Awareness	✓
Cat B Asbestos	✓	MEWPS	✓	Other		Fire Safety	✓

9.0 Permit to Works

Permit to Works will be issued by site agent and will be issued daily with a permit for each individual task. These will need to be signed by the nominated supervisor and site manager before and after the shift.

Permits will be displayed adjacent to you work area or as directed by the client.

Fire watch will be carried out as set out on the permit provided and signed off as required.

Specify Applicable Permits	Asbestos Works Permit to Dig

10.0 Access & Egress

Site access will be via the gates located on the access road to the cement works, this will form part of the site induction and pre-site meeting arrangements.

Vehicles will park in designated areas as per main site induction any further supplementary induction information by site agent and operatives will ensure priority access for emergency vehicles and will not block any access to disabled parking bays or building access.

Traffic routes into site will be discussed as part of the pre-site meeting and all routes will be highlighted by the Site Agent and will be included as part of the site induction.

Site compound and entrance is shown on the drawing provided

11.0 Asbestos Information

Before any works commence operatives will read through the asbestos survey report provided by client.

All operatives have received Asbestos Awareness training, and most have Cat B Training.

All operatives will wear FFP3 masks, paper suits, gloves, and safety glasses etc during any removal work of non-notifiable materials.

Full control measures for non-notifiable asbestos materials is detailed in the process of works below.

Has a survey been provided	Yes
Carried out by	Rivington Environmental Services Ltd 01942 375565 admin@rivingtonenvironmental.co.uk
Reference No.	RES 394
Survey Type	Asbestos Demolition Survey
Are ACM's present affected by our works	Yes, removal forms part of this project.

Non- licensed asbestos can be removed by the trained, medical and face fitted demolition site team.

- Cat B (removal of non-licensed asbestos) trained persons only can remove non- licensed asbestos.
- CAR regulations:2012 adhered too, during removal.
- Correct PPE/ RPE worn.
- All asbestos waste product removed will be double bagged, sealed and placed on a lockable asbestos skip.
- All asbestos waste will be taken to a licensed waste disposal facility.
- Waste records will be kept.
- All persons on site will be asbestos awareness trained.

HOLD POINT

Should further non surveyed asbestos be found, the procedures are

- Stop work.
- Make safe.
- Secure the area.
- Inform the STD site manager/ supervisor.
- Form an exclusion zone.
- Conduct a toolbox talk
- Have sample removed and tested by qualified persons/ laboratory.
- Once sample is tested then remove in accordance with CAR regulations:2012.

12.0 Emergency Procedures

Operatives will make themselves aware of the existing site emergency procedures including assembly points and escape routes as per site induction.

The Company will take reasonable precautions to avoid the outbreak of fire. A "No Smoking / E-Cigarette" policy will be implemented and all labour on site will be continually educated in the dangers of fire etc.

We will implement measures to inhibit or reduce the risk of fire and where appropriate will include the following:

- Ensure adequate water supplies are available.
- Ensure firefighting equipment of the appropriate type sited in prominent positions.
- Staff are trained in the safe use of firefighting equipment.
- Fire instruction notices are visible.
- Escape routes clearly defined and marked.
- Additional fire extinguishers to be placed in working area

Muster Point	Site Compound
First Aid Kit	Site Office
Nominated First Aider	Elliott Toner / Alec Ross
Nearest A&E	**Wrexham Maelor Hospital** Croesnewydd Road Wrexham LL13 7TD Tel: 01978 291100
Fire Extinguishers Supplied By	ST Demolition
Location of Extinguisher	Adjacenent to Work Areas

The Company will supply a First Aid trained operative qualified to a minimum of Emergency First Aid at Work status for the duration of the works.
In the event of an emergency **STOP WORK**, make safe, call first aider, inform the supervisor/ site call emergency services (999)

First Aid

- The principal contractor will have first aiders on site (Min 3 day)
- The STD site manager/ Supervisor will be first aid trained (Min 3 day)
- At least one first aider will be on site at all times during the working day
- A suitable first aid box will be on site (Size dependant on amount of resource on site)
- The name/names of the first aider/aiders and procedures will be communicated during induction
- Notices regarding the first aider and first aid box location will be posted on site (Welfare area & office)

13.0 Rescue Arrangements

St Demolition will provide a suitable & sufficient rescue plan when required to cover operations such as high-level working from MEWPS and site-specific tasks that may be deemed high risk.

These action plans will be provided as a separate document to this method statement and will be produced by the ST Demolition Site Supervisor.

The action plans will contain all relevant information such as first aid requirements, emergency numbers, sequence of rescue etc.

4.0 No Person Zones & Segregation

ST Demolition will set up designated no person zones of an appropriate size based on the demolition & strip out works. This will be discussed between the Site Supervisor, Site agent then relayed to operatives via a site toolbox talk.

An exclusion zone will be established for each area as per the guidance below and drawings provided using Heras fencing as indicated with the red dotted line.

During the asbestos removal and soft strip phases the fence will be kept close to the building.
When the demolition begins, the exclusion zone will be moved out to accommodate the demolition excavator.

Exclusion zones will be communicated to all teams during early morning activity briefings, further toolbox talks may be given and recorded.

The exclusion zone design is shown in the drawing provided labelled including the following:

- Designed drop area (yellow boundary)
- Predicted debris area (blue boundary)
- Buffer area (red dashed exclusion zone boundary)

Dust suppression should only be used from outside of this boundary at first if it requires an operative to operate it during the demolition.

If it can be activated/deactivated while the works are stopped then it can be stationed within the buffer area and only accessed by operatives once area has been made safe to enter.

As the demolition progresses, the boundary can be reduced in line with the height of the structure and exclusion zone of the excavator's working area.

Amber Safe Zone - This zone will only allow authorised demolition operatives to work within it for demolition tasks such as maintaining dust suppression or segregating waste streams.

If anyone is required to enter the exclusion zone, then they must contact the appointed banksman/exclusion zone supervisor and request permission to enter.

The banksman will then contact the excavator operator (either via 2-way radio or through hand signals) and stop the works.

Only once the operator has made the structure safe and told the banksman that the zone is safe to enter will anyone be allowed in.

Anyone entering an exclusion zone must be escorted by the banksman and will not be allowed to enter the predicted debris area.

Anyone entering the exclusion zone will only be allowed to temporarily to such as to pass through into another area (alternative routes should always be provided where practically possible).

As the predicted debris area is reduced in line with demolition, a safe working space (amber zone) will be created.

This zone will only allow authorised demolition operatives to work within it for demolition tasks such as maintaining dust suppression or segregating waste streams.

15.0 Welfare

Welfare Arrangements	Temporary site setup which will include the following. • Office • Canteen • Drying Room • Toilets

Provided By	ST Demolition & Groundwork Ltd			
Location of Facilities	At the main entrance to the site located off the access road.			
Additional Comments:	Compound will also include parking for site staff during the works.			
FACILITY PROVIDED BY	**CLIENT**	**STD**	**PC**	**N/A**
Canteen	-	✓	-	-
Sufficient chairs & tables	-	✓	-	-
Toilet's male	-	✓	-	-
Toilet's female	-	✓	-	-
Drying room	-	✓	-	-
Storage for plant & materials	-	✓	-	-
Microwave	-	✓	-	-
Kettle	-	✓	-	-
Hot & cold running water	-	✓	-	-
Washing facilities	-	✓	-	-
Changing room	-	✓	-	-
Heating	-	✓	-	-

16.0 Dust

There will be dust related issues during demolition & Strip out works, this will be counteracted through the use of water suppression and dust extraction units including open windows. Operatives will agree exact method when on site.

Piles of spoil will be kept dampened during demolition works to prevent dust clouds from forming and spreading through working area.

17.0 Working at Height

All operatives have received working at height, access tower and associated access equipment training. Only trained & authorised operatives will access & use working at height equipment as listed below.

Does task require works at height?	Yes	Platform Hight – 5m
Height of Void Spaces	N/A	
Access Equipment	MEWP (Scissor Lift) MEWP (Boom) Mobile Tower Step Ladders	
If 'stepladders' are to be used – state reason:	*If steps are to be used it will be for short duration where other platforms can't be utilised.*	
Fixed Scaffolding	N/A	

18.0 Confined Space

N/A

19.0 Lifting Operations

The main scope of works for lifting operations will involve the movement of materials with the use of manual handling including team lifting, pallet trucks and using site plant equipment including excavator and telehandler and dumpers.

The nominated lifting supervisor on site will be – Alex Ross & Elliott Toner

All personnel involved in lifting operations have received training and have the relevant skills, experience, and knowledge in addition to their training qualifications.

20.0 Noise

Noise on site will be kept to a minimum where practicable.

Noisy works are to be kept below 85db

Any works above 85db - an alternative method of working will be proposed by the STD site manager/ Supervisor.

Equipment will be checked for noise readings prior to use and adequate hearing protection provided for the task. All operatives will wear the hearing protection during noise related tasks.

Periodic & random noise testing will be carried out by the companies Health & Safety officer.

21.0 Vibration

Operatives will adhere to vibration assessments on the time scales for using any equipment provided. Assessments will be completed and held on file.

Vibration on site will be kept to a minimum where practicable.

Where vibrating hand tools are used, the STD site Manager/ Supervisor will produce and record hand arm vibration.

Annual hand arm and whole-body assessments are carried out by the company as part of their occupational health screening programme.

22.0 Drop Prevention

A dropped object is any item that is, or could be, dropped from a height that has the potential to cause harm.

- When works are being carried out areas are to be isolated as 'no person zones'.
- Scaffolding will be fitted with toe boards and brick guards
- Tool used during the works should be tethered

- Materials and tools removed from the areas as works progress and on completion of each shift.
- Tool stored during the works must not be within 2m of the edge
- The handrail installed on the ground floor will be a triple handrail to 3 sides.

23.0 Waste Treatment

All waste will be removed by company vehicles or 3rd party waste contractor vehicles and taken to an authorised Recycling Facility.

How is waste being removed from site	Tipper Wagons / Skips
Waste to be recycled	Timber Skip Glass Skip Metal Skip

Excluding any hazardous materials aggregate waste generated during these works will not be removed as it will be processed, tested, and reused on site, minimising the environmental impact of the project and promoting sustainable practices.

Asbestos Waste Skip or Transfer	Waste Skip
Location & Security Arrangements	Skip will be lidded and lockable
Name of Waste Contractor	Waste Wave Ltd Whites Farm Wilton Lane Warrington, WA3 4BA
Contact Details	07493 351448
Final Destination for Waste	TBC

Environmental Operatives have been trained in environmental control issues and will comply with the companies Environmental Policy at all times.

All waste materials will be removed and disposed of in line with current legislative requirements by an authorised waste transfer station. The use of skips will be agreed by ST Demolition Site Supervisors and client prior to works commencing.

24.0 Structural Works & Advice

All structural advice and drawings will be provided by the Site Agent from the appointed Structural engineers.

Any alterations or amendments must be checked with the Site Agent before continuing with works and drawings issued are to be logged.

25.0 Preliminary Works

The client will provide Information as to the type and condition of the building and the possible location of any existing utility services in the working area.

Isolation certification will be provided to ST Demolition Site Supervisors by client prior to works commencing. Full-service isolation within the building has been completed.

F10 Documentation will be provided to ST Demolition Site Supervisors by the client.

26.0 Existing Services

The client will provide all relevant information including any drawings, isolation certification and associated documentation to the ST Demolition Site Supervisor prior to works commencing.

Are there specific isolations required?	Yes	
Will any services remain live?	No	**Note unless proof of isolation has been provided services are to be assumed LIVE and must not be removed**

- Full-service drawings required from the client
- All services are to be isolated or diverted prior to commencement of any works.
- Isolations/ diversions are to be conducted by trained persons only.
- Records of isolation/ diversion are to be recorded and available.

HOLD POINT

If unchartered services are suspected during any activity the procedures are

- Stop work.
- Make safe.
- Secure the area.
- Inform the STD site manager/ supervisor.
- Form an exclusion zone.
- Conduct a toolbox talk.
- Engage specialist and trained persons/ organisations to confirm service status.
- Engage specialist and trained persons/ organisations to isolate/ divert services found.

27.0 Site Rules

- No smoking including e-cigarettes are allowed near/in internal areas but will be permitted outside on the site grounds.
- Designated mess area to be used for breaks and lunches etc.
- Keep Welfare Facilities clean and tidy at all times.
- Adhere to all existing 'Fire and Evacuation' on-site instructions and procedures.
- Additional client site rules will be discussed during the site induction provided by Site Agent.

28.0 Sub-Contractors

All sub-contractors will be vetted prior to use by ST Demolition Management, copies of essential documents will be received and stored on file.

Sub-Contractor names will be provided to client prior to arrival to allow time for site inductions and to be added to access list for site.

Sub-Contractor Name – Telephone – (Capacity)
LAR Ltd – 0161 947 9628 – Licenced Asbestos Removal Contractor

29.0 Control of Substances Hazardous to Health (COSHH)

The Company will obtain safety data sheets & material data sheets for all materials used during works and COSHH assessments will be carried out on specific task duties as and when required. All operatives have received COSHH related training and will comply with all requirements

								
Corrosive	**Oxidising**	**Highly Flammable**	**Very Toxic**	**Explosive**	**Dangerous for the Environment**	**Irritant**	**Serious & prolonged health effects**	**Compressed Gas**

30.0 Area Specific Work Methods

General Strip Out & Demolition Process of Works		
Item No & Location	Item 01 – Demolition of Internals & Levelling	
Description of Work	Proceed with dismantling the internal structures located in Building 5 based on the provided sequencing drawings. This task involves removing the stockpiled materials, old kilns, and levelling the surfaces before conducting asbestos cement removal.	
Photos		
		

Process of Works

Preliminary Works

- Complete and sign dynamic risk assessment at start of project and update in the event of any significant changes.
- Ensure provision for waste has been set up.
- Supervisor to take photos of area prior to commencing works and upload within the Dropbox job folder.
- Ensure the isolations set out above have been carried out and certificate of isolation has been received.
- Cordoned off with barrier tape & warning signs
- If any asbestos containing materials (ACM's) remain within the building that could be affected by the work, the supervisor will identify them on the refurbishment survey.

Demolition of Internals

- Exclusion zones are to be implemented as per the guidance above.
- Ensure that the excavator operator is competent in handling the equipment and follows all safety procedures.

- Use the excavator and grab attachment to begin demolishing the structure, starting at the top and working down.
- Separate the removed materials into salvageable materials that can be reused and waste materials for disposal.
- Use water to control dust and suppress any potential fires that may occur.
- The excavator will continue to work through the building in this way until it reaches the far gable end.
- Load the waste materials into to dumpers to be relocated and sorted or into the appropriate skip for disposal or recycling
- Level the area in preparation for the asbestos removal works by backfilling with demolition material and compacting it to prevent any unevenness.

Site Clerance / Demobilisation

- Ensure all work areas are left clean and tidy, removing any debris, and ensuring all equipment and materials are safely stored away.

- Conduct a final inspection before signing off on the work to ensure that the clearance or strip out has been completed to a satisfactory level.

<table>
<tr><th colspan="4">Asbestos Removal Process of Works</th></tr>
<tr><td>Item No & Location</td><td colspan="3">02 – Asbestos Cement Removal</td></tr>
<tr><td>Description of Work</td><td colspan="3">This process outlines the methodology for safely removing asbestos cement materials across the site, including loose materials and roofing sheets that are still in use.

• Identify and remove loose materials in various areas of the site
• Carry out safe removal of asbestos cement sheets from the main building's roof.</td></tr>
<tr><td>Photos</td><td colspan="3"> 
 </td></tr>
<tr><td rowspan="2">Classification of Works</td><td colspan="2">Notifiable Non-Licenced Works</td><td>✗</td></tr>
<tr><td colspan="2">Non-Licenced Work</td><td>✓</td></tr>
<tr><td>Justification if Work Deemed Non-Licensed or NNLW:</td><td colspan="3">The work is not considered to be "licensable work with asbestos" as defined by Regulation 2(1) because:

• Exposure to employees will be 'sporadic and of low intensity'
• This assessment clearly demonstrates the work will not exceed the control limit.

The works meets the following conditions:

• It is a removal task, where the ACMs are in reasonable condition and are not being deliberately broken up, and the asbestos fibres are firmly contained within a matrix, eg the asbestos is coated, covered or contained within another material, such as cement, paint or plastic; or</td></tr>
<tr><td></td><td colspan="2">Asbestos Insulating Board (AIB)</td><td>✗</td></tr>
</table>

Type (Form) of Asbestos Containing Product:	Gaskets / Rope	✗
	Asbestos Cement Products	✓
	Floor Tiles	✗
	Textured Coatings	✗
Quantity & Extent of Asbestos	Approximately 5000 M2	
Waste Transit Route		
Will Waste Route have an impact on other site users:	No	
If 'Yes' State Control Measures:	Client to inform all relevant site staff of the waste route location, STD to erect signage.	
What RPE/PPE requirements will apply for the bag run to skip:	Sundstrom SR100 (Orinasal), Blues Overalls - Preliminary Decontamination	
Will a sealed wheelie bin be used to transport the waste to the skip?	N/A	
Control Measures		
State surfactant and dilution to be used:	1 Part Astrip Wetting Agent, 10 Parts Water	
Type of controlled wetting & method of application:	Liberally spray with diluted surfactant using hand operated sprayers and allow adequate time to soak. Liberally spray with diluted PVA (1-part PVA, 5 parts water) using hand operated sprayers and allow adequate time to dry.	
Wetting time and indicator of saturation:	**Spraying**: Liberally spray ensuring sufficient coverage of all areas. Oversaturation should be avoided to prevent slip risk. Adequate time should be allowed. The wetting time required will be assessed by the supervisor and a good indicator of suitable saturation will be colour changing (i.e. darkening of the asbestos product).	
Additional measures to minimise fibre release:	Once sufficiently wetted remove whilst adopting shadow vacuuming techniques – Class 'H' filtered vacuum cleaners.	
PPE & RPE		
Respirator requirements within working area (Respirator Zone):	Sundstrom SR100 (Orinasal)	
Specify Type & Colour of Overalls for Removal:	Blue - Type 5 Category 3	
Air Monitoring Arrangements		
Type of Monitoring Required:	Personal Monitoring Reassurance Monitoring	
Name of Appointed Analyst:	North Star Environmental Ltd	
Process of Works		

Preliminary Works

- ST Demolition is to isolate the work area and waste route to restrict access to authorised personnel; warning / safety signs to be erected to indicate this, the work area and waste route will also be identified as a respirator zone.

- All asbestos waste skips must be lidded and lockable and must remain locked at all times when not being used. Skips should display suitable and sufficient warning signage.

- During the works blue overalls are to be always worn with P3 respirators, when leaving a work area peel off blue disposable overalls, carefully rolling them inside out. Put them in a suitable RED asbestos waste bag. Wipe clean respirator with the use of damp rags / wipes and removed pre-filtered where required. Once thoroughly clean, cap filter and place RPE in approved container. RPE is checked by the wearer before and after it is used to make sure that it is free from contamination and has not been damaged

Controlled Dust Suppression Techniques & Removal

- All waste generated during the process of works set out below will be either double bagged within red and clear UN approved waste sacks. Waste will be placed into red bags which will then be sealed each red bag will then be placed into a clear to double bag the waste before it is placed into the skip. Any larger waste will be wrapped in polythene and marked with a red asbestos sack.

<u>Removal of Loose Sheet & Debris</u>

- Carry out a thorough visual inspection of the area to identify loose sheet and debris
- Asbestos cement will be sprayed with surfactant then hand picked and placed within waste sacks for disposal.
- Once surface level removal has been carried out smaller excavators will be used to spread any material allowing further visual inspection and removal to be completed.
- Ensure when using the excavator, the appropriate exclusions zones are in place.
- This process will be repeated on various areas of the site.

<u>Roof Sheet Removal</u>



- Skips will be located within the area and will be exchanged on a regular basis as the works progress. Skips will be lined with polythene allowing them to be sealed up on completion of the being loaded.
- Starting from one end of the building, 2 teams of operatives using 2 scissors lifts will remove sheers.
- Water sprays will be used to dampen the sheets and minimise fibre release.
- To remove the sheets all bolts' fixings will be cropped using long handled bolt crops. Once all bolts are cropped the sheets can be easily removed sheets will be removed without having to break them, sheets to be removed one at a time, loaded into the scissor lift and lowered to the ground.
- Care to be taken not to overload the scissor lifts of its SWL.
- As the sheets are removed, the telehandler operator will attend each scissor lift one at a time.
- With the lift fully lowered, the operative within the scissor lift will communicate to the telehandler operator until he is in a good position.

- Once in position telehandler forks which will be raised up below the handrail and close to the scissor lift. The sheets can then be safely lifted then stacked on to the forks a few at a time.
- The telehandler operator will then take the sheets to the loading area and place them into the waiting skips ready for disposal.
- Work will progress in this sequence across the roof until all sheets have been removed.

- Following the removal and once all waste has been removed from the immediate area will be subject to a thorough fine clean using class 'h' filtered vacuum cleaners and 'tac' rags to remove dust and debris that may have settled or become attached to every possible surface.

Carry Out Final Clean and Supervisor Visual Inspection

- Once all the removal works are complete the area will be subjected to a final check and wipe down, this will also include the decontamination and cleaning of any equipment, tools and access equipment etc.

Air Monitoring

- Following a satisfactory visual inspection the analyst will be instructed to commence the air monitoring as specified above.

General Strip Out & Demolition Process of Works		
Item No & Location	03 – Steel Frame Building, Slabs & Foundations	
Description of Work	After all internal structures have been removed and asbestos-containing materials have been safely removed and disposed of, proceed with demolishing the remaining steel frame building, including slabs and foundations.	
Photos		
		

Process of Works

Preliminary Works

- Complete and sign dynamic risk assessment at start of project and update in the event of any significant changes.
- Ensure provision for waste has been set up.
- Supervisor to take photos of area prior to commencing works and upload within the Dropbox job folder.
- Ensure the isolations set out above have been carried out and certificate of isolation has been received.
- Cordoned off with barrier tape & warning signs
- If any asbestos containing materials (ACM's) remain within the building that could be affected by the work, the supervisor will identify them on the refurbishment survey.

Demolition

- Having removed the asbestos and soft stripped the structures, demolition will commence.
- The building is steel framed with internal brick walls
- Demolition will commence from the gable end shown below in the direction of the arrows.
- Demolition will be carried out in a "bay by bay" sequence working towards the opposite end of the building.
- The brick walls at the first gable will be peeled outwards working from the top down.

- The excavator's shear attachment will be used to cut into the roof structure starting with the purlins and then the trusses.
- It will then work down the columns to their base before starting on the mezzanine floor.
- The excavators will continue to work through the building in this way until it reaches the far gable end.
- It will carefully pull the last bay towards itself while tracking backwards to control it to the ground.



Removal of Slabs & Foundations

Cat Scanning And Permits.

- The supervisor will obtain any utility drawings of the excavation area that are available from the client.
- The ground will be scanned by a trained and competent CAT and Genny operator in accordance with the operational guidance using recently calibrated equipment.
- The site manager will create a permit to dig obtain a permit to dig from site manager before breaking ground.
- Once all services have been proven, site manager will sign off the permit to dig for mechanical excavation. The ground will be re-scanned down to a max depth of 1.5m. below this depth no manned entry is permitted.
- The site manager will then undertake a review of the available utility information and a CAT and Genny survey.
- The CAT and Gennie exercise will be undertaken by a suitably qualified operative.
- If trial holes for buried services are required these will be dug by STD operatives using insulated tools to identify the location of such services.

HOLD POINT
No Utility Drawings/ No Cat Scan – No Breaking Ground

- The excavator operator will use his hydraulic breaker attachment to break the slab and fail the same.
- The operator will work from the top of the slab back towards himself and breaking from left to right.
- When the slab is failed the operator will then attach a toothed bucket and remove the failed slab.

- The removed slab will be placed to one side.
- Further processed, the rebar removed, processed material stockpiled, and rebar placed into skips
- The removal of the slab will expose the foundations which are to be removed.
- The breaker attachment will be reattached to the excavator and the ring beam/ foundations failed.
- The toothed bucket attachment will be reattached, and the failed sections of ring beam/ foundations will be removed and placed in a pile ready to be processed as described above. This activity will expose the pile caps.

Site Clerance / Demobilisation

- Ensure all work areas are left clean and tidy, removing any debris, and ensuring all equipment and materials are safely stored away.

- Conduct a final inspection before signing off on the work to ensure that the clearance or strip out has been completed to a satisfactory level.

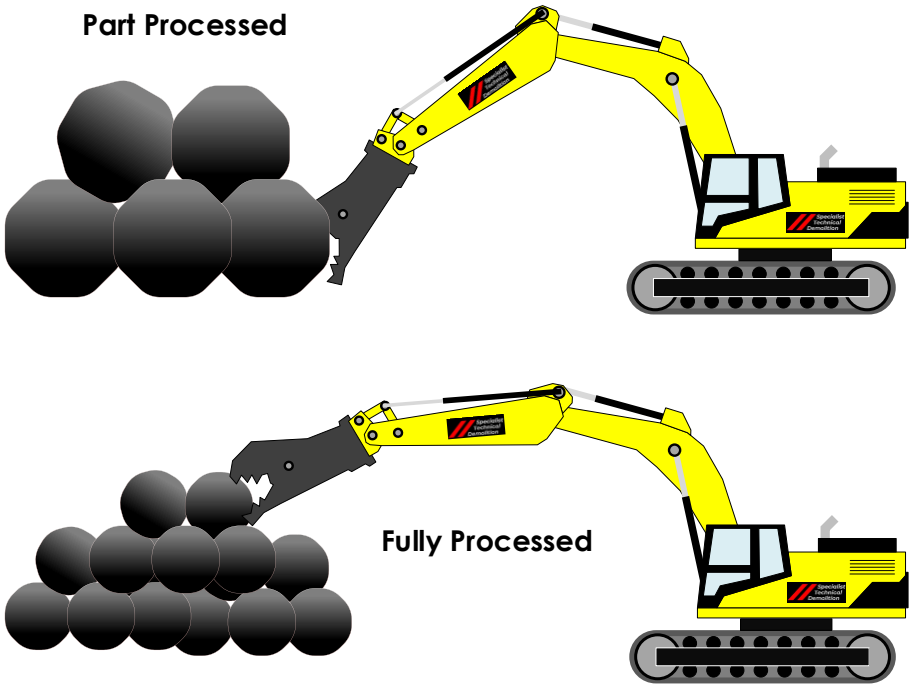
General Strip Out & Demolition Process of Works	
Item No & Location	04 – General Processing Material on Site
Description of Work	Excluding any hazardous materials aggregate waste generated during these works will not be removed as it will be processed, tested, and reused on site, minimising the environmental impact of the project and promoting sustainable practices.

Process of Works

- Complete and sign dynamic risk assessment at start of project and update in the event of any significant changes.
- Create a processing area on the site using heras fencing and vehicle gates

Processing Waste

- Excavator operators and banksman will have been made aware of the processing activities and approved exclusion zones.
- 40yrd RORO skips will be positioned close to the processing area.
- With banksman in agreed safe positions and following a two-way radio check, the dust suppression equipment engaged, processing of the existing materials will commence.
- The excavators will use toothed buckets to sift through the existing material to be processed.
- Sifting will allow the operators to separate the existing material into individual waste streams.
- The operator of the excavator will remove the RC to be processed and place to one side.
- Using the hydraulic pulveriser fitted to the excavator the experienced operator of the excavator will size reduce the RC.



- During the size reduction operation, the reinforcement bar (rebar) will be released/ exposed.
- Further processing will fully release the rebar and reduce the concrete to a size that will fit into a wagon easily.
- The removed rebar will 'balled' by the excavator operator using the attached
- pulveriser to allow it to be placed into scrap skips (40yrd RORO)
- The 'balled' rebar will be placed into the RORO skip then taken off site when full
- (1st thing in the morning when no processing operations are taking place)
- The fully processed material will be placed into the crushing stockpile area.

Crushing of Hardcore Using Mobile Crusher:

- Conduct pre-start safety checks, including inspection of the equipment, and ensure all safety guards and devices are in place and operational
- Identify and mark the designated areas for crushing and ensure they are clear of personnel and other equipment
- All suitable hard materials including tarmac will be crushed to 6F2 grading.
- Position the mobile concrete crusher at the designated area and secure it in place
- Load the processed materials onto the crusher's hopper using a compatible loader or excavator
- Start the crusher's engine and operate it at the designated speed and settings
- Monitor and control the crushing process, adjusting the settings as necessary to achieve the targeted grain size and consistency
- As the materials are crushed, discharge them onto the intended location.
- Regularly inspect the crusher and its components during operation, and take any necessary preventive measures to avoid any unit malfunctioning or downtime
- After use, turn off the engine and ensure the crusher is left in a safe and secure position.



- Crushed material will then be transferred using wagons to agreed locations on the site ready for re use.
- Asbestos testing will be carried out on any crush material minimum of 1 for ever 500M^3

Overall, the demolition process should be carried out safely, efficiently, and with a focus on reducing waste and increasing recycling. Proper identification, separation, and disposal of different waste streams are crucial to minimise the environmental impacts of the demolition activities.

General Strip Out & Demolition Process of Works		
Item No & Location	Item 05 – Removal of Slate Roof Tiles	
Description of Work	Carry out the safe removal of slat roof tiles to the red brick building, tiles are to be carefully removed palletised and ready for salvage.	
Photos		

Process of Works

Preliminary Works

- Complete and sign dynamic risk assessment at start of project and update in the event of any significant changes.
- Ensure provision for waste has been set up.
- Supervisor to take photos of area prior to commencing works and upload within the Dropbox job folder.
- Cordoned off with barrier tape & warning signs
- If any asbestos containing materials (ACM's) remain within the building that could be affected by the work, the supervisor will identify them on the refurbishment survey.

Identification & documentation of Slate Roof Tiles

- Identify the type and amount of roof tiles that will be removed and document it for future reference.

Accessing the Roof with a MEWP

- Prepare a MEWP (Mobile Elevated Work Platform) suitable for the worksite and assess whether the slope of the roof is safe for the MEWP to operate.
- Ensure Dily checks have been completed prior to use
- Ascend the MEWP and approach the tiles that need to be removed to attach straps for lifting.

Removing Slate Roof Tiles

- Use a suitable tool such as a tile cropper or slate ripper to loosen the tiles from the roof. Carefully remove the tiles one by one taking care not to damage them.
- The slate tiles will be stacked on the MEWP ensuring the SWL is not exceeded. The tiles will then be passed from the MEWP to an operative on the ground
- Place the tiles onto the designated pallet ready for transport and/or storage.
- Repeat this process for each section of the roof until all the desired tiles are removed.

Palletising of Removed Tiles



- Stack the removed tiles evenly into rows onto pallets, ensuring that there is no overhang or excess weight on the pallets.
- Wrap or tightly strap the pallets for transport to its final destination.

Overall, the removal of slate roof tiles requires a considerable amount of care and attention to detail. The use of MEWP equipment allows for safe access to the roof area. It is essential to remember that proper documentation of the tiles removed is necessary, and the pallets of tiles are strapped and packaged safely before transport.

Site Clerance / Demobilisation

- Ensure all work areas are left clean and tidy, removing any debris, and ensuring all equipment and materials are safely stored away.
- Conduct a final inspection before signing off on the work to ensure that the clearance or strip out has been completed to a satisfactory level.

General Strip Out & Demolition Process of Works		
Item No & Location	06 – Brick Buildings – 2, 3, 4a & 4b	
Description of Work	After all internal items have been removed, slate roof tiles and asbestos-containing materials have been safely removed and disposed of, proceed with demolishing the remaining brick building, including slabs and foundations.	
Photos		

Process of Works

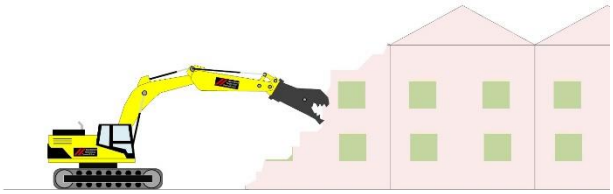
Preliminary Works

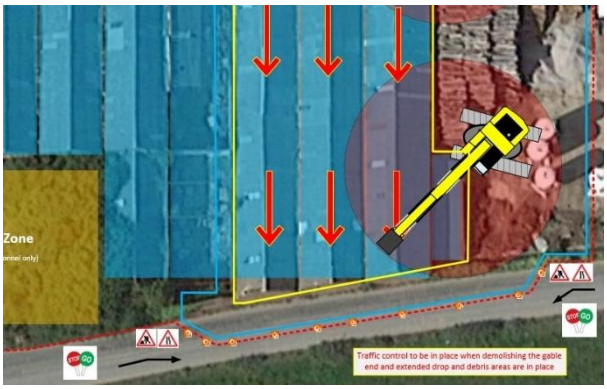
- Complete and sign dynamic risk assessment at start of project and update in the event of any significant changes.
- Ensure provision for waste has been set up.
- Supervisor to take photos of area prior to commencing works and upload within the Dropbox job folder.
- Ensure the isolations set out above have been carried out and certificate of isolation has been received.
- Cordoned off with barrier tape & warning signs
- Ensure exclusion zones have been set out as described above and shown on the drawing provided, these will be adjusted as the works progress.



Dismantling of the Building

- Having removed the asbestos and soft stripped the structures, demolition will commence.
- The building brick built with pitched roof split into 25 bays across the length of the site.
- The brick walls at the first gable will be peeled outwards working from the top down.
- Commence the demolition works by dismantling the brick building from the top to bottom using an excavator with grab attachment.
- Demolition will commence from the gable end shown below in the direction of the arrows.
- Demolition will be carried out in a "bay by bay" sequence working from front to back of each bay across the length of the site.
- Care should be taken to avoid damaging adjacent buildings, services, or structures.
- The debris should be dropped onto a designated demolition waste pile.
- The excavators will continue to work through the building in this way until it reaches the far gable end.
- Prior to commencing demolition on the far end of the building ensure exclusion zones have been adjust and ain place.
- Traffic control to be in place when demolishing the gable end and extended drop and debris areas are in place
- The far end of the building (closest to the road) will carefully pull the last bay towards itself while tracking backwards to control it to the ground.
- Traffic control and management will moved along the length oft the building when carrying out this element of the works.





Sorting and Separating Waste Materials

- Sort and separate the demolition waste into different waste streams on the designated demolition waste pile. These streams may include brick, concrete, timber, metal, plastics, and non-recyclable waste.
- The operator should ensure that the waste streams are being separated as accurately as possible.
- Any reusable or recyclable materials should be kept separate from non-recyclable materials.

Removal of Slabs & Foundations

Cat Scanning And Permits.

- The supervisor will obtain any utility drawings of the excavation area that are available from the client.
- The ground will be scanned by a trained and competent CAT and Genny operator in accordance with the operational guidance using recently calibrated equipment.
- The site manager will create a permit to dig obtain a permit to dig from site manager before breaking ground.
- Once all services have been proven, site manager will sign off the permit to dig for mechanical excavation. The ground will be re-scanned down to a max depth of 1.5m. below this depth no manned entry is permitted.
- The site manager will then undertake a review of the available utility information and a CAT and Genny

survey.

- The CAT and Gennie exercise will be undertaken by a suitably qualified operative.
- If trial holes for buried services are required these will be dug by STD operatives using insulated tools to identify the location of such services.

HOLD POINT

No Utility Drawings/ No Cat Scan – No Breaking Ground

- The excavator operator will use his hydraulic breaker attachment to break the slab and fail the same.
- The operator will work from the top of the slab back towards himself and breaking from left to right.
- When the slab is failed the operator will then attach a toothed bucket and remove the failed slab.
- The removed slab will be placed to one side.
- Further processed, the rebar removed, processed material stockpiled, and rebar placed into skips
- The removal of the slab will expose the foundations which are to be removed.
- The breaker attachment will be reattached to the excavator and the ring beam/ foundations failed.
- The toothed bucket attachment will be reattached, and the failed sections of ring beam/ foundations will be removed and placed in a pile ready to be processed as described above. This activity will expose the pile caps.

Site Clerance / Demobilisation

- Ensure all work areas are left clean and tidy, removing any debris, and ensuring all equipment and materials are safely stored away.

- Conduct a final inspection before signing off on the work to ensure that the clearance or strip out has been completed to a satisfactory level.

General Strip Out & Demolition Process of Works		
Item No & Location	07 – Levelling of the Site	
Description of Work	Following the demolition and removal of waste site will be levelled in preparation for the final hand over..	
Example Photos		

Process of Works

Preliminary Works

- Conduct a site safety assessment to ensure that the site is safe for levelling works.
- Establish control measures such as fencing and signage
- Ensure that all personnel involved in the levelling works are trained on health and safety procedures, including the use of personal protective equipment.
- Complete and sign dynamic risk assessment at start of project and update in the event of any significant changes.

Clearing the Site

- Remove any remaining debris or waste from the demolition activities, including any slabs or foundations.
- Transport any waste to the designated disposal area.

Surveying the Site

- Conduct a survey to determine the extent of the area that requires levelling.
- Establish the specific level or height to which the surface must be levelled.
- Make use of a laser level or traditional spirit level to ensure an accurate level of the surface.

Excavation

- Use an excavator to begin the levelling process.
- Excavate from high points towards the lower points, removing any excess soil or rocks in the way.
- Ensure that the surface level is correct and the slope is graded to allow for water flow.
- Use an excavator bucket and blade to carefully move soil from higher to lower areas to fill in depressions to achieve an even surface.

Compaction

- Ensure that the ground is appropriately prepared for compaction.
- Run appropriate machinery such as a roller compactor over the surface to compact the soil to achieve the desired densities.
- Repeat the process if necessary to ensure the surface is successfully compacted.

Finishing of the Site

- Finalise the levelling work by checking that the entire surface meets the required levels.

Site Clerance / Demobilisation

- Ensure all work areas are left clean and tidy, removing any debris, and ensuring all equipment and materials are safely stored away.

- Conduct a final inspection before signing off on the work to ensure that the clearance or strip out has been completed to a satisfactory level.

Overall, the ground levelling process requires the proper use of an excavator as it delivers accuracy in the grading and levelling of the soil. It is crucial to keep a balance between removing excess soil and ensuring that the surface level is achieved. Regular checking during the excavation process ensures that the required levels are maintained during the entire excavation process.

31.0 Site Briefing Signature Sheet

By signing this document, you are confirming that you have read this plan of work and that your contract manager/supervisor has carried out a full briefing or communicated the information contained within. In doing so, has effectively communicated its contents to you in a way which you understand the task and what is required of you on this project, you understand this plan of work, the full extent of your duties and the required PPE & RPE required when working on this project.

You shall not deviate from this plan of work under any circumstances, unless given a task specific briefing by your Supervisor, and there after all revised working methods have been carefully assessed and recorded on the amendments section of this document.

Should any site conditions change, or should unforeseen problems arise, you will stop works immediately and inform your contract manager/supervisor

Name (Print)	Signature	Date & Time

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Abrasive Wheel	Wheel breakage/bursting, contact or entanglement with running wheel, physical injury from component being ground, noise and dust inhalation.	✓	✓	✓	3	3	12	To minimise the risk of bursting, abrasive wheels must always be run within the specified maximum rotation speed. If they are large enough, this will be marked on the wheel (a requirement of regulation 23). The power driven spindle should be governed so that its rotation speed does not exceed this. All operatives using abrasive wheels have received appropriate training in their use. Correct PPE will be worn whenever using an abrasive wheel, this must include impact eye protection, hearing protection, respirator / dust mask and safety footwear and the area immediately adjacent cordoned off to prevent access to unauthorised personnel. The abrasive wheel itself will be inspected prior to each use and further inspected on a regular basis by a competent person, if the machine is discovered to be faulty in any way work must stop immediately and the machine decommissioned and return to the office for repair / replacement. NEVER USE FAULTY EQUIPMENT. STD Supervisor to enforce the correct use of equipment and the wearing of PPE. Guarding - Machine guards will be provided (except where the nature or type of work makes this impracticable), they will be constructed so as to contain a wheel if it fractures and must enclose the whole of the wheel except that part necessarily exposed for the work being done.	3	1	3

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Asbestos – Non-licensable	Exposure to asbestos / Asbestosis, lung cancer, mesothelioma, diffuse pleural thickening, possible cause of laryngeal cancer , phayngeal, stomach and colorectal cancers	✓	✓	✓	4	4	16	A comprehensive plan of work has been compiled for this project; all works must be carried out in exact accordance with the plan of work; the plan of work fully details the relevant control measures specific to the project. Works to be carried out by competent and trained operatives (asbestos training is carried out by UKATA approved training organisations) whose fitness has been medically assessed with regards to asbestos works and issues such as working at height, confined space working etc. STD Supervisor to be present on site throughout the works. Training and medical certificates will be available on site for inspection; copies can be issued on request. Operatives to wear orinasal respirators whilst completing the work activity, face fit certificates will be available on site for inspection; copies can be issued on request. Additional PPE consists of type 5/6 disposable overalls, safety boots and gloves (grip gloves of PVC knitwrist dependent on work activity). Air monitoring requirements such as reassurance / background, leak monitoring and personal monitoring will be fully detailed within the plan of work.	4	2	8

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Communication & Co-ordination	Failure to Communicate Risks between Multiple Contractors on One Site	-	✓	✓	3	3	9	STD to supply client / client's representative with all safety information i.e. risk assessment, method statement and drawings where applicable prior to commencement of any works for inclusion within the health and safety plan. STD to be made aware of any other works being completed on site by other contractors so as each can be made aware of the risk associated with the works which may affect them. STD to keep the client up to date with any changes to method which may affect others. A pre-start meeting would be required prior to commencement to ensure all necessary communication has taken place. Regular on site meetings at weekly intervals throughout the works will be required. STD Site Supervisor (fully trained and competent) will be available for day to day on site liaison with client / client's rep. In addition a site induction will be required for STD operatives prior to commencement of works on site.	3	1	3
Hand Protection	Exposure of hands to chemicals, materials etc. / Cuts / grazes to hands, contact dermatitis / sensitised dermatitis, chemical burns etc.	-	✓	-	2	3	6	Activity requiring gloves – Demolition works Type of glove required – General purpose grip gloves Supervisor to enforce the wearing of gloves and must ensure an adequate supply on site.	2	1	3
Hop ups	Working at Height / Fall of persons / equipment from height.	-	✓	-	3	3	9	Hop ups to be used for access. Operatives to ensure that the steps have been full opened out in accordance with manufacturers instructions. Legs to be locked whilst working of Hop ups. Hop ups should only be used on solid and level ground. Inspect for faults at the start of each shift.	3	2	6

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Drill	Entanglement / Sprains (wrists) / Bodily injury	-	✓	-	2	3	6	Make sure that the switch is in the 'off' position before plugging the machine in the power supply. All material to be drilled should be firmed secured so that it cannot spin as the drill begins to bite. All drills should be kept sharp and a punch mark should always be made as a starter. Where necessary, pilot holes should be drilled. Drills once switched off should be held until they have ceased turning before being set down. Operators must wear proper clothing whilst drilling i.e. do not wear loose clothing, neckties or jewellery, long hair must be tied back and roll long sleeves above the elbow. Safety goggles should be worn whilst operating the drill and also a dust mask if application is dusty and ear protection during extended periods of operation. Keep the work area clean during drilling operations – cluttered areas invite accidents. Floors must not be slippery due to oil or sawdust. When not being used, all tools should be stored in a dry locked cupboard. Do not use in damp or wet locations. User to inspect the drill prior to use and report any faults immediately. User must ensure the tool is kept sharp and clean, check extension cables regularly and replaced if damaged. Always keep the hand grips on the tool clean and dry and free from oil and grease. The drill must be serviced and inspected in line with manufacturers instructions.	2	1	3
Electrical Equipment	Exposure to Electrical Current, Electrical Arcing, Overloading etc. / Electric Shock, Burns	-	✓	-	4	3	12	All electrical equipment will run on 110 volt (CTE), all electrical equipment is subjected to PAT testing – certificates available on equipment or from the office by request. The client's power supply will be used (at not cost to STD) and will be transformed down to 110 volt using transformers. All equipment to be fully serviced and inspected in line with legislation and manufacturer's instructions.	4	1	4
Existing Services	Exposure to Electrical, Water, Gas Services etc. / Electric Shock, Gas Leaks, Flooding, Damage to Services etc.	-	✓	-	4	3	12	Client to ensure that all services affecting the work areas are isolated by competent and trained engineers prior to our arrival on site and relevant Isolation Certificates Issued prior to commencement of any works on site. Supervisor to liaise with client to ensure that all necessary isolation works have been carried out. STD Supervisor must not permit works to commence until proof of isolation has been issued and verified.	4	1	4

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Existing Services / Electrical	Exposure / Damage to Electrical Services / Electrocution, Burns, Arcing	-	✓	-	4	3	12	Client to ensure that all electrical services / components affecting the work areas are isolated by competent and trained electrician prior to our arrival on site. Proof of isolation to be issued to STD Supervisor prior to commencement of any works. Supervisor to liaise with client to ensure that all necessary isolation works have been carried out. STD Supervisor must not permit works to commence until proof of isolation has been issued and verified.	4	1	4
Fire	Fire on Site	-	✓	✓	4	3	12	All STD employees will require a comprehensive site induction from the Principal Contractor / client before commencing works to ensure that they are fully aware of the site arrangements in the event of an outbreak of fire. Designated fire doors must not be obstructed, removed, locked or propped open. The work area must be kept tidy and rubbish must not be allowed to accumulate. All electrical equipment will be maintained in a safe condition. The use of electrical extension leads will be kept to a minimum and they must not be channeled through doorways unless adequately protected from damage. Electrical faults must be reported to STD Site Supervisor as soon as possible. At the end of each working day electrical equipment must be switched off, unless there is an operational reason to keep the equipment running.	4	1	4
Vehicle Traffic	Use of Vehicles / Forklift Trucks Adjacent to Work Area / Collision of Vehicles with Personnel	✓	✓	✓	4	3	12	Fork lift trucks operate adjacent to the work area. STD work area to be cordoned off with barrier tape and safety signs erected, in addition the client must inform all operators of fork lift trucks of the works in progress and the location. STD operatives to wear high visibility vests when moving around the site in order to ensure that forklift trucks can see them, in addition STD operatives must observe all demarcated areas for vehicles which must be shown to operatives during induction. Supervisor to ensure that there is an adequate supply of high visibility vests on site.	4	1	4

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Pedestrian Areas	Use of Vehicles/ Adjacent to Work Area / Collision of Vehicles with Pedestrians	✓	✓	✓	4	3	12	As far as reasonably practicable this will create safe areas for Pedestrians, Drivers and those who need to work in these public areas by: • Minimising the risk of pedestrians being struck by vehicles. • Allow for a safe means of access to and egress from the site to be maintained at all times. • Strict controlling all vehicles whilst on site. • Where possible observe all demarcated areas for vehicles vehicle is to have its Hazard Warning Lights / Revolving Lights activated and its Headlights ON. The maximum allowable speed is 5MPH. All areas that have unavoidable vehicular access are to be provided with clear warning signage to inform pedestrians of the danger and signage to inform drivers of the need for the caution of pedestrians. Any vehicle that manoeuvres in a Pedestrianised area is to have its Hazard Warning Lights and Headlights "ON" when reversing, if not fitted with a reversing warning Audible/Visual indicator, a "Competent Safety Person" is to be used to control the vehicle and warn pedestrians. For very large vehicles or articulated vehicles consider; • That the use of more than one Banksman is to be utilised • The area is to be cleared of all pedestrians and barriers off. • The time of the operation is restricted to times of low pedestrian use. • The planned route is the shortest possible.			
Good Housekeeping	Stockpiling of Materials, Untidy work area, etc. / Slips / Trips & Falls	✓	✓	✓	2	3	6	All materials should be stored tidily and securely when not required, on larger contracts client to provide a separate storage area if necessary. Work area to be kept as tidy as is practicable during works, and further tidied at the end of each shift and prior to final handover to client. Supervisor to check work area regularly for general tidiness.	2	1	2

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Hammer Drill	Entanglement / Sprains (wrists) / Bodily injury	-	✓	✓	2	3	6	Make sure that the switch is in the 'off' position before plugging the machine in the power supply. All material to be drilled should be firmed secured so that it cannot spin as the drill begins to bite. Rotary hammer drills should be fitted with a safety clutch to protect the user should the drill bit snag. All drills should be kept sharp and a punch mark should always be made as a starter. Where necessary, pilot holes should be drilled. Drills once switched off should be held until they have ceased turning before being set down. Operators must wear proper clothing whilst drilling i.e. do not wear loose clothing, neckties or jewellery, long hair must be tied back and roll long sleeves above the elbow. Safety goggles should be worn whilst operating the drill and also a dust mask if application is dusty and ear protection during extended periods of operation. Keep the work area clean during drilling operations – cluttered areas invite accidents. Floors must not be slippery due to oil or sawdust. When not being used, all tools should be stored in a dry locked cupboard. Do not use in damp or wet locations. User to inspect the drill prior to use and report any faults immediately. User must ensure the tool is kept sharp and clean, check extension cables regularly and replaced if damaged. Always keep the hand grips on the tool clean and dry and free from oil and grease. The drill must be serviced and inspected in line with manufacturers instructions. Complete and append HAV Calculator within site documentation. Please follow link too complete http://www.hse.gov.uk/vibration/hav/hav.xls	2	1	2
Inclement Weather	High Winds, Rain, Snow, Ice / Unsafe working conditions – slips / falls.	✓	✓	✓				Works are to be carried out externally. Works must not be carried out in windy, wet / snow / ice conditions. The Supervisor must assess the weather conditions prior to commencement of any works, if it is windy or wet then works must not commence. If wind speeds pick up during the works then the works must immediately cease until conditions improve. Works must also not be carried out in very wet weather as this will cause slip problems. Supervisor to monitor weather.			
Lighting	Lack of Sufficient Task Lighting / Poor visibility – potential for slips / trips / falls etc.	-	✓	✓	2	3	6	Temporary lighting will be supplied using 110-volt (CTE) lights. The cabling must be inspected by Supervisor on a daily basis checking for damaged / fraying cables. A competent person will also check the lighting at regular intervals.	2	1	2

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Manual Handling	Manual handling of plant / equipment and materials to work area, including taking of waste to skips. / Sprains / strains / Contusions / Lacerations / Fractures etc.	-	✓	✓	3	3	9	All STD operatives have received formal training in manual handling and correct lifting techniques. Operatives must carry out their own assessment of the load and where loads exceed operative capability to lift they must seek assistance from colleagues and where possible utilise mechanical aids. Manual handling training certificates available on site for inspection at all times.	3	1	3
MEWP – Boom	Working at Height / Fall of persons / equipment from height. Ejection from Cab, Failure of Equipment	✓	✓	✓	4	3	12	A powered Boom lift will be used to gain access. Only operatives who hold an IPAF licence appropriate to machinery being used will be authorised to use the equipment. The equipment will be hired from an approved supplier, upon delivery the machine must be furnished with current test certificates detailing the date of the last examination; these will be inspected by our Supervisor. The machine will be further checked prior to each use and after each use. The safe working load will be noted and not exceeded, the machine will clearly show the maximum person capacity, and this number must not be exceeded. Once in the cab of the boom lift harnesses must be worn in case of ejection. The machine must show a decal, specifying the wind speed in which it may be safely operated, if must never be operated if the actual wind speed exceeds the wind speed stated. The working area around the boom lift will be cordoned off and no personnel will be permitted to access this area. Any operatives working adjacent must wear hard hats. All operatives using equipment must don high visibility vests. Supervisor to ensure that test certificates for the machines are available and checked. When mounting and dismounting the cab, the cab itself must be safely lowered to ground level. DO NOT mount or dismount the cab if it is not at ground level. Note – when using plant and equipment whilst in the cab of the boom, the equipment must be kept within the cab i.e. if cleaning with a vacuum cleaner DO NOT have the vacuum cleaner at ground level with an extended hose as this has the potential to become tangled in the arm of the boom lift; the same would apply for any plant / equipment with cables trailing to ground level.	4	1	4

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
MEWP – Scissor	Working at Height / Fall of persons / equipment from height. Failure of Equipment	✓	✓	✓	4	3	12	Scissor lifts will be used to gain access. Only operatives who hold an IPAF license appropriate to machinery being used will be authorised to use the equipment. The equipment will be hired from an approved supplier, upon delivery the machine must be furnished with current test certificates detailing the date of the last examination; these will be inspected by our Supervisor. The machine will be further checked prior to each use and after each use. The safe working load will be noted and not exceeded, the machine will clearly show the maximum person capacity, and this number must not be exceeded. The machine must show a decal, specifying the wind speed in which it may be safely operated, if must never be operated if the actual wind speed exceeds the wind speed stated. The working area around the scissor lift will be cordoned off and no personnel will be permitted to access this area. Any operatives working adjacent must wear hard hats. All operatives using equipment must don high visibility vests. Supervisor to ensure that test certificates for the machines are available and checked. When mounting and dismounting the cab, the cab itself must be safely lowered to its lowest level. DO NOT mount or dismount the cab if it is lowest level. All plant / equipment used whilst on the scissor lift must be kept within the cab and not at ground level to prevent cables / hoses becoming tangled in the machine.	4	1	4
Protection of Site Personnel / Public / Site Rules	Exposure of Site Personnel / Public to Work Activity / Access being gained by unauthorised personnel giving potential for accidents and unwanted exposure.	✓	✓	✓	3	3	9	Client to inform all relevant site personnel / trades of works to be carried out and access restrictions during the works. Prior to commencement of any works on site the Contracts Manager will give the Site Supervisor a full contract briefing and issue him with a method statement and risk assessment for the works, the Supervisor must then ensure that all operatives read the documents and then sign the declaration to confirm that the documents have been both read and understood. A site induction will be required for all operatives – to be arranged by the client upon our arrival on site in order to make our operatives fully aware of site rules and emergency procedures. Operatives to comply with site rules at all times. Each work area will be fully cordoned off and access will be restricted to STD personnel only – signage will be erected to indicate this. Operatives to sign in the site on arrival and sign out upon departure.	3	1	3

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Protruding Nails	Nails protruding from timbers. / Puncture / Gash wounds	✓	✓	✓	2	3	6	When removing the nail fixed board the operatives must ensure that any protruding nails and knocked down or removed.	2	1	2
Reciprocating Saw	Use of Reciprocating Saw / Laceration / Bodily Injury, Noise, Dust	-	✓	✓	3	3	9	When using a reciprocating saw operatives must always wear safety glasses with side shields; in dusty work conditions a dust mask must be used appropriate to the material being cut. Hearing protection should be worn during use by the user and any operatives adjacent. Do not wear loose clothing, jewellery that may catch in moving parts. Tie back long hair. Ensure that the blades of the saw are sharp as dull blades can produce excessive heat and damage the machine. User to position himself in order to maintain full control of the tool, avoid cutting above shoulder height. Use the shortest blade that will do the job. The work piece must be clamped securely, and the shoe of the saw held firmly against the work to prevent operator injury and blade breakage. When making a 'blind' cut always ensure that hidden electrical wiring or water pipes are not in the path of the cut. If wires are present they must be disconnected at their power source by a qualified person. Always hold the tool by the insulated grouping surfaces. Allow the tool to come to a complete stop before removing the blade from the work piece; this prevents breakage of the blade and possible loss of tool control. Supervisor to thoroughly inspect the saw prior to use, any faults to be reported to management immediately – NEVER USE FAULTY EQUIPMENT. Complete and append HAV Calculator within site documentation. Please follow link too complete http://www.hse.gov.uk/vibration/hav/hav.xls	3	1	3

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Mobile Tower Scaffold	Working at Height / Fall of persons / equipment from height / Tower Overturning / Tower Collapse	-	✓	✓	4	3	12	Mobile tower to be hired from an approved supplier (STD do not own or stock towers), tower to be supplied complete with an instruction manual which explains the erection sequence including any bracing requirements as this varies for different makes and models of tower. The STD Supervisor must ensure that this manual has been obtained and that the information within it is passed onto those erecting the tower. Mobile scaffold towers must only be erected by STD operatives who are trained (PASMA) in the erection and dismantling of such equipment. STD adopt the 'through the trap' (3T) method of erection (this allows the person erecting the tower to position themselves at minimum risk during the installation of the guardrails up to the next level, it involves the operator taking up a working position in the trap door of the platform, from where they can add or remove the components which as the guardrails on the level above the platform, the operator must not stand on the unguarded platform but install the components to the particular level whilst positioned within the trap door). Operator to ensure that the tower is resting on firm, level ground with the locked castors or base plates properly supported. DO NOT use bricks or building blocks to take the weight of any part of the tower. Never erect the tower to heights above those recommended by the manufacturer. Always install stabilisers or outriggers when advised to do so in the instruction manual. Never erect a tower with broken or missing parts or incomplete components, do not use as a support for ladders, trestles or other access equipment. The tower should not be used during inclement weather such as strong winds / heavy rain. Do not load the tower with heavy equipment materials. Do not use the tower to hoist materials or support rubbish chutes. Access to and from the work platform must be made using the in-built ladder – DO NOT climb up the rung or the end frames unless they have been specifically designed for that purpose (rung spacings between 230 – 300mm with anti-slip surface), refer to the instruction manual. The working platform must be provided with suitable edge protection and toe boards. Guardrails to be at least 950mm high and an intermediate guard rail should be provided so the unprotected gap does not exceed 470mm. When moving the tower reduce height to a max of 4m, check for obstructions ahead such as power lines etc. Check ground is firm / level / free from potholes. Push or pull using manual effort from base, never move while people or materials are on the tower, never move in windy conditions. Supervisor to check tower prior to use and complete a report which will be available on site, further reports will be required on a weekly basis for working platforms 2m or more. Reports also required after any event likely to have affected its stability, at suitable intervals depending on frequency of use. Stop work if the inspection shows it's not safe to continue.	4	1	4

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Stepladders	Working at Height / Fall of persons / equipment from height.	-	✓	-	3	3	9	Stepladders must only be used when it is not logistically feasible to use another means of access. User to inspect the stepladders prior to use, any faults should be reported immediately to the Supervisor, faulty ladders must not be used. The size of the stepladders should be approximately 1m shorter than the highest point which needs to be reached; this will offer a wider, more stable base and places shelf at a convenient working height. Open the stepladder spreaders and shelf fully. Check stability – ensure that all ladder feet are on a firm, level and non-slippery surface Place stepladder at right angles to work, with either the front or back of the steps facing the work. Keep the stepladder close to the work. Avoid pushing or pulling the stepladders from the side. Face the stepladder when climbing up or down. Keep your body centred between side rail, maintain a firm grip and use both hands when climbing. Erect barriers around the work area to prevent access by other site personnel / public / pedestrians or vehicles as applicable. DO NOT – overreach, 'shift' or 'walk' a stepladder when standing on it. Do not stand, climb or sit on the top or pail shelf. Do not overload – stepladders are meant for one person only, do use as a brace or as a support for a work platform or plank. Do not climb the back of a stepladder. Supervisor to inspect ladders daily and report any faults immediately.	3	1	3

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Breakers	Use of Breaker / Vibration White-finger / HAVS etc. / Ejection of Debris	-	✓	✓	3	3	9	A small duty breaker will be hired from an approved supplier complete with maintenance / inspection records. Correct PPE will be worn whenever using a breaker, this must include impact eye protection, hearing protection and safety footwear and the area immediately adjacent cordoned off to prevent access to unauthorised personnel. The breaker itself will be inspected prior to each use and further inspected on a regular basis by a competent person, if the machine is discovered to be faulty in any way work must stop immediately and the machine decommissioned and return to the office for repair / replacement. NEVER USE FAULTY EQUIPMENT. The works on the breaker must be done in rotation with each operative spending a specified shift time please see attached HAV Calculator. Supervisor to ensure that PPE is available on site whenever the equipment is in use and enforce the wearing of such equipment. Complete and append HAV Calculator within site documentation. Please follow link too complete http://www.hse.gov.uk/vibration/hav/hav.xls	3	1	3
Waste – General	Generation of Waste Products / Incorrect disposal of waste	✓	✓	✓	2	3	6	Operatives to ensure that the waste is transferred to the skip at regular intervals. Works areas to be kept as clean as is reasonably practicable. The work activities will create waste, which will need to be disposed of to skip.	2	1	2
Waste – Hazardous	Generation of Hazardous Waste / Incorrect disposal of waste	✓	✓	✓	3	3	9	All waste will be double bagged using approved asbestos waste sacks / double wrapped in polythene and labelled as asbestos waste. Operatives to ensure that the waste is transferred to the skip at regular intervals. Skip must lidded and lockable. Works areas to be kept as clean as is reasonably practicable. Waste to be removed from the enclosure at the end of every work shift. Transit route to be inspected after each shift. Waste must be removed by a licensed contractor, transferred to a landfill site registered for hazardous waste and Hazardous Waste Consignment Notes completed. Waste water will be filtered. The work activities will create hazardous waste, which will need to be disposed of to skip.	3	1	3

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Waste Hazardous - Transfer	Generation of Hazardous Waste / Incorrect disposal of waste	✓	✓	✓	3	3	9	All waste will be double bagged using approved asbestos waste sacks / double wrapped in 1000 gauge polythene and labelled as asbestos waste. The waste will be transferred to a registered transfer station under STD's Waste Carriers Licence and Waste Transfer Notes issued as proof of safe and legal disposal. Waste in van to be completely segregated. The work activities will create hazardous waste, which will need to be disposed of to skip.	3	1	3
Use of Generators	Exposure / Damage to Electrical Services / Electrocution, Burns, Arcing, Manual handling of plant to work area. Sprains / strains / Contusions / Lacerations / Fractures etc. Fumes	✓	✓	✓	3	3	9	This equipment should only be used by competent personnel. This equipment should be used by an able bodied, competent adult who has read and understood the instructions provided. Anyone with either a temporary or permanent disability should seek expert advice before using it. Keep children, animals and bystanders away from the work area. Cordon off a NO GO area using cones, barriers or tape. Never use this equipment if you are ill, feeling tired, or under the influence of alcohol or drugs. This equipment generates potentially harmful noise levels ear protection may be required if the unit can't be located away from the area. Wear practical, protective clothing, gloves and footwear. Avoid loose garments and jewellery that could catch in moving parts, tie back long hair. This equipment is heavy (41kg to 55kg dry depending upon model), never attempt to lift it on your own, always get help. Ensure the work area is well lit and ventilated. Do not work near flammable gases or liquids, petrol or paint thinner fumes for example. Keep combustible materials at a safe distance - at least 5m. Make sure you know how to switch this machine OFF before you switch it ON in case you get into difficulty. Engines, especially the exhausts, get very hot so switch OFF and allow cooling before touching them. Keep flammable materials well away from engine and exhaust. Make sure that everyone is warned of what you are doing. Check the condition of the equipment before use. Keep the generator and other electrical equipment dry at all times, providing it with adequate shelter from the weather. Operating in wet or very damp conditions can be dangerous.	3	2	4

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Use of Stanley Knife	Cuts / lacerations	-	✓	-	2	3	6	Cutting activities requires during asbestos and deconstruction activities should use scissors or a GR8 Pro safety cutter (see below). A knife may be required. It will be the responsibility of the Site Supervisor to ensure that only in fully justifiable circumstances where the preferred scissors or GR8 Pro Blade cannot be used, will the use of a company approved safety knife (pictured left) be authorised. Company approved "safety knife" - Stanley Spring Back Blade. The Supervisor shall ensure that the operative is competent, never the less the operative should be reminded of the need for care, attention and the use of good cutting techniques. The knife must be returned to Supervisor immediately upon completion of the specific task for which it has been issued. It will be the responsibility of the Site Supervisor to ensure that the Stanley spring back knife(s) are securely stored in a locked tool box. Blade to be changed regularly by the Site Supervisor and old blades to be discarded in a safe manner. Under **no circumstances** are fixed BLADE Stanley knives or other folding blade knives to be used for any work activity. Use of such knives will be considered tantamount to gross misconduct.	2	2	4

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Excavator	Overturning or tipping Collision with objects or personnel. Damage to underground utilities or structures. Injury from falling objects or debris. Damage to the excavator or other equipment. damage due to prolonged exposure to engine noise and vibrations Contact with hot surfaces Electric shock.	-	✓	✓	3	3	9	• Conduct thorough pre-start checks to identify any potential equipment faults or hazards • Ensure that the excavator operator holds the appropriate certification and training to operate the machine safely • Develop a traffic management plan to prevent collision risks when working in areas with pedestrians, other vehicles, and equipment • Conduct utility and structure survey to identify and locate any risks underground before excavation activities begin • Implement proper excavation techniques, including safe digging practices, use of shoring or trench boxes, and backfill materials • Provide adequate PPE such as hard hats, steel-toed boots, high visibility clothing, hearing protection, and respiratory protection where needed. • Conduct regular maintenance on the excavator, including cleaning of air filters, hydraulic filters, lubrication of parts, and repairs of any identified faults. • Use dust suppression techniques to minimize inhalation of hazardous dust and fumes during excavation and construction activities • Ensure the machine is equipped with rollover protective structures (ROPS) and falling object protective structures (FOPS) to minimize injury if accidents occur Advise operators and workers to be cautious when operating near power lines or to halt activities and seek professional assistance to disconnect or re-route lines when necessary	3	1	3

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Crusher	Moving parts: risk of entrapment, crushing, or injury Debris and dust: risk of personal injury and respiratory issues Noise: risk of hearing damage Hot surfaces: risk of burns and injuries	-	✓	✓	4	3	12	• Conduct a thorough site assessment to identify any potential hazards before starting the crushing process. • Ensure that the crusher's operator has the necessary training and certification to operate the equipment safely. • Establish a designated work area and control access to the site with physical barriers, warning signs, and flaggers. • Use proper personal protective equipment, such as hard hats, safety goggles, gloves, and respiratory protection, when working with the machine. • Use noise-reducing measures like earplugs or earmuffs to avoid hearing damage. • Inspect the equipment before and after each use to identify any defects potential hazards. • Ensure that all employees are trained on the proper use of the crusher and any other associated equipment, including loading and unloading material safely. • Use proper ventilation or dust suppression systems to minimize airborne dust and particulate matter. • Regularly clean and maintain the crushing machine to ensure its safe operation. • Use proper lifting and rigging techniques when moving large or heavy pieces of concrete or equipment to avoid employees and bystanders' injuries. • Establish a spill response plan in case of the release of hydraulic fluids or fuel during the crushing process.	4	2	8

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Dumper	Overturning / Falling Objects / Visibility / Noise Pollution / Carbon Monoxide / Manual Handling	-	✓	✓	4	3	12	Operator Training: The primary control measure for ensuring the safe use of a 6-tonne 4WD dumper is ensuring that the operator is adequately trained. The operator must have the required knowledge and skills to operate the equipment safely. Stability: The stability of the dumper is crucial for preventing accidents. The operator should only use the dumper on level ground and ensure that the load is evenly distributed. The dumper should also have a roll-over protection system (ROPS) to prevent it from tipping over. Visibility: The operator must be able to see clearly to avoid collisions. Mirrors and cameras can be used to improve visibility, and workers must wear hi-vis clothing to ensure they are visible. Load security: The load on the dumper must be secure during transport to prevent it from shifting or falling off. The operator should only transport the maximum weight as specified by the manufacturer. Noise pollution: The dumper's noise pollution can be reduced by using quieter equipment or having noise barriers around the work area. Hearing protection should be worn by workers who are regularly exposed to high noise levels. Proper ventilation: The operator should ensure that the dumper's engine is well-maintained and has a functioning exhaust system to prevent the release of toxic gases such as carbon monoxide. Manual handling: Workers should receive training on proper manual handling techniques, and mechanical aids such as cranes, hoists, and forklifts should be used to reduce the need for manual handling of heavy materials.	4	2	8

	Hazard / Description	People at Risk			Initial Assessment			Control Measures	Residual Risk		
		Pub	Emp	Sub	S	P	S X P = R		S	P	S x P = R
Dust Suppression Blasters	Noise / Electrical Hazards / Air Quality / High-Pressure Water Streams / Slip And Fall Hazards	-	✓	✓	3	3	9	Conduct a hazard assessment before using the dust suppression blaster to identify potential hazards and implement appropriate control measures. Provide adequate training to workers on the safe use and handling of dust suppression blasters, including proper use of personal protective equipment (PPE) such as hearing protection, respirators, and eye protection. Install proper ventilation systems to ensure adequate air circulation and reduce stagnant air. Use the most effective dust suppression methods based on factors such as the type of material being demolished, the area being worked on, and the weather conditions. Ensure that all electrical equipment and cords are in good condition and properly grounded to prevent electrical hazards. Use caution when using high-pressure water streams, and ensure that workers are trained and equipped with appropriate PPE when using water spray systems. Mark and barricade off wet areas to prevent slipping and falling. Inspect the dust suppression blaster and all equipment regularly to ensure that they are in good working condition. Establish an emergency response plan in case of accidents or incidents related to the use of dust suppression blasters, and train workers on the proper response procedures.	3	1	3

SEVERITY (S)		PROBABILITY (P)		RISK FACTOR (R) S X P = R		
1	Negligible – no injury.	**1**	Improbable	**<4**	Risk may need to be controlled	**LOW**
2	Minor – minor injury with short term effect	**2**	Unlikely	**4-6**	Risk must be controlled	**MEDIUM**
3	Severe – major injury / disability (reportable)	**3**	Possible – may or could well occur.	**7-9**	Hazard must be controlled.	**HIGH**
4	Extreme - fatal	**4**	Probable – expected to occur, several times	**>9**	Hazard must be avoided.	**VERY HIGH**

Assessment Carried out By (Print Name):	Elliott Toner
Sign:	
Date:	01/09/2024