



Construction Method Statement / Risk Assessment (CMS)

Contract Address:	Unit B&G Birch Business Park, Whittle Lane, Heywood, OL10 2SX
Contract No:	A2451
Date:	01.03.22
Revision No:	1
Assessed By:	Peter Blackman
Approved By:	Melvyn Lord & Victoria Lord

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Amendment Record

If an amendment is required to the Site Specific Method Statement/Risk assessment it will be assessed by the Site Manager following discussions with the Managing Director. Any amendments required once the project is live will be added as an addendum by the Site Manager. This will be communicated to the Managing Director and communicated to site personnel before commencing task. A record of any addendums made by the Site Manager must be kept on this record sheet and communicated to all persons who may be affected by the changes.

Revision No	Date	Detail
1	01.03.22	Initial Issue

Part A Description of the Project

A.1 Project Summary

The works consists of demolition of structures down to underside of ground floor slab including foundations to 1metre deep. Crush all suitable material down to 6f2 to be left on site for re-use by others. Our works includes removal of asbestos cement roofing sheets present in both structures.

A.2 Scope of Works

Strip Out Works	X
Demolition Works	X
Asbestos Removal Works (Non Licensed)	X
Asbestos Removal Works (Notifiable Non-Licensed Work or>NNLW)	
Asbestos Removal Works (Licensed)	
Scaffolding Works	
Services (Disconnections, Isolations or diversions)	
Roofing Works	
Decommissioning	
Drainage Surveys	
Other (<i>please state</i>)	

A.3 Project Programme including Key Dates

The works are to be completed within 8 weeks of the commencement date.

Commencement Date: 04.04.22

Completion Date: 27.05.22

A.4 Services

Confirm service isolations/disconnections with clients representative, written confirmation of status and locations must be put in writing prior to our works commencing and will be communicated to our site personnel then, copies to be kept in site file.

A.5 Working Hours

Working hours are from 8am to 5pm in the week and until noon on a Saturday.

Part B Project Arrangements

B.1 Site Management

Managing Director	Melvyn Lord
Compliance Director	Victoria Lord
Health & Safety Advisor	Stephen McCann
Environmental Advisor	Stephen McCann
Site Manager	Peter Blackman
Temporary Works Co-Ordinator	Peter Blackman
Site Manager	Michael Shaw
First Aider	Michael Shaw
Fire Marshal	David Lord
Vehicle Banksman	David Lord
Sub-Contractor	T.B.C (licensed asbestos unknown at this stage- not envisaged)
Sub-Contractor Manager	T.B.C
Co-Ordination of Sub-Contractors Activities/Operations (Approving RAMS, Training etc)	T.B.C

All work and plant operations will be carried out by skilled operatives trained in the use of the trade for which they are employed and only certificated operatives shall be authorised to operate plant and equipment. Copies of Qualifications/ Training Certificates including CCDO & CPCS Cards will be kept in the project Construction Phase Plan.

B.2 Plant & Equipment

Plant / Equipment	Inspections Carried Out By
30ton 360° excavator with various attachments	Plant Operator
20ton 360° excavator with various attachments	Plant Operator
14ton 360° excavator with various attachments	Plant Operator
Telehandler	Plant Operator

Please note that this is not an exhaustive list and that plant, equipment and tools will be provided at a frequency to deliver the works in a safe manner and in accordance with the agreed programme of works. At the end of the working shift all Plant, Equipment and Tools will be immobilised and parked in designated area. Records of thorough inspections will be displayed in plant and copies kept in the site file.

B.3 Site Security

Heras type panels will be installed to form secure site boundary where no boundary fencing exists, site manager to ensure sufficient before commencing works. Site boundary will be inspected throughout the works and at the start/end of working shift. Relevant warning signs to be displayed around the boundary of the site including signage for out of hours contact.

B.4 Environmental Considerations

Dust and noise will be monitored during the course of the works to ensure no non-conformances arise. It is accepted that noise cannot be eliminated entirely, but reasonable steps will be taken to reduce any adverse effects of noise generated by the works. Site manager to monitor noise levels to ensure no non-conformances arise. Reasonable steps will be taken to reduce dust by dust suppression as required in the form of water spraying during machine demolition. Air monitoring to be put in place when carrying out machine demolition (UKAS analyst).

Spill kits will be installed in designated area specifically at bunded diesel bowser location. All site personnel are trained in emergency preparedness in the event of spillage.

Vehicles will be halted at the site entrance by appointed banksman before leaving site to ensure that wheels are free from loose debris/material prior to exiting site. Good housekeeping to be maintained around site and site entrance to be monitored throughout the works. Road sweeper will visit site when heavy wagons removing waste off site to prevent non-conformance arising on Whittle Lane.

B.5 Access, Egress & Traffic Management

The site specific arrangements will be communicated to all site personnel through the site induction prior to entry on to site. Observe and follow all traffic directions / safety signs. Drivers must comply with all safety instructions and be supervised by banksman if making manoeuvres. Vehicles entering/leaving site will be assisted by banksman and at agreed times prior to arrival, arranged by site manager. Working hours are from 8am to 5pm in the week and until noon on a Saturday.

Access into the Business Park is via a security gatehouse at the entrance from Whittle Lane, which is guarded 24/7 with barriers, automated number plate recognition and CCTV covering the whole of the Business Park. Once past the gatehouse the Business Park is serviced by a site access road that is approximately 6.5m wide and has a 10mph speed limit.

B.6 Emergency Procedures

The site specific Emergency Arrangements will be briefed to all site personnel through the site induction prior to entry on to site. The site shall have a designated Fire Marshal/ Fire Warden. Fire alarms, call points and extinguishers must be maintained throughout the works. Fire and Evacuation Arrangements will be displayed in site cabin.

There will be an appointed First Aider on site along with a fully stocked First Aid kit located in the site cabin (at least one first aider to every 20No operatives and maximum amount of site personnel on this site is 6No persons). Details of the local Accident & Emergency hospital will be displayed in the site welfare facilities.

B.7 COSHH

A manual of COSHH Assessments will be kept in site SHEQ file and reviewed regularly as part of our SHEQ Management System.

Storage of materials will be stored off site and delivered as required to minimise disruption to site operations. Aggregate type materials will be stockpiled on site in designated area so without adversely affecting the works operation. Roll on roll off skips will be used to store waste and removed regularly to prevent fires etc. Crusher will be delivered to site as per programme of works, mobile crusher to have dust suppression installed to prevent non-conformance arising.

B.8 Site Induction & Training

Prior to entry on to site all personnel will be briefed during the Site Induction stage on the main risks associated with the site and relevant information. The Site Manager will check for evidence of competence when personnel arrive on site which may include training records.

Visitors will be given a brief induction at will be accompanied at all times. Where appropriate, on the job training will be given under the supervision of a competent person.

All personnel training records will be kept in site file.

B.9 Responsibilities for Safety Control & Monitoring

Site Manager must ensure a site induction is carried out for all site personnel prior to commencement on site. The Site Manager to carry out inductions for site operatives and a compliance test but be successfully completed prior to entry on site.

During site induction all personnel will be made aware of the Specific Working Methods, Services, Asbestos, Site Rules, Accident/Near Miss and Incident Reporting and Site Emergency Procedures. These will be adhered to at all times. Regular toolbox talks will be given and recorded on site. The Compliance Director to carry out regular inspections and audits, copies will be left in site file and any non-conformances will be actioned immediately.

B.10 Welfare Arrangements

Suitable and sufficient welfare facilities will be provided prior to commencement on site, to reflect the requirements of the CDM Regulations 2015. These will include sanitary conveniences, washing facilities including hot and cold water, drying room and rest room, drinking water and arrangement for the preparation and eating of meals. It is the Principal Contractors responsibilities to ensure lifting plan is in place prior to delivery of cabins.

Self contained mess cabin to accommodate 6No site operatives to be delivered to site on the first day of possession.

B.11 Other Documents

The works will be carried out in due recognition and acceptance of the following:-

- The Principal Designers Pre-Construction Information Pack
- The Project Construction Phase Plan
- The Clients Policies and Procedures
- Reddish Demolition Health & Safety, Environmental and Quality Policy
- Refurbishment/Demolition Asbestos Survey
- Site Layout & Traffic Management Plan
- Programme of Works
- SHEQ Site Manual including COSHH Assessments & Generic Risk Assessments

B.12 Personal Protective Equipment

Site personnel have a statutory duty to wear adequate PPE/RPE. Abuse or failure to wear PPE/RPE will incur in disciplinary action. Helmets should be marked BS5240, state the country of origin, show the year of manufacture, contain a manufacturers identification mark and the type of manufacturer. If the helmet is subjected to severe impact it must be discarded. Helmets must not be painted, written on or carry any stickers on.

Required Personnel Protective Equipment									Other:-
	Safety Boots	Safety Hard Hat	Safety Gloves	Hearing Protection	Eye Protection	Respiratory Protection	High Visibility Vest/Jacket	Overalls (Hot works-flame resistant)	
Applicable:	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No

B.13 Prevention of Coronavirus / COVID – 19

Risk Assessment RA_C3 to be communicated to all employees during site induction and must be followed at all times.

Part C Permits & Temporary Works

C.1 Permit to Work

Ensure project permit to work has been completed prior to commencing works on site.

Permit to Work	Permit Required
Project Permit to Work (Demolition; includes service isolations/disconnections confirmations)	X
Hot Works	X
Electricity	
Roof Works	
Work at Height	
Other (please state)	

C.2 Temporary Works

Procedures in place to monitor and manage temporary works throughout the works of the project. The Managing Director designs the necessary temporary works. The Project Temporary Works Register must be completed prior to commencement and regular reviewed by the Temporary Works Co-Ordinator Peter Blackman.

Temporary Works Item	Category 0-3	MSRA for erection and dismantling prepared, approved & personnel briefed	Additional manufacturer's instructions read & understood	Inspection Plan
Heras Panels & Signage	0	Operation 1	Heras	Daily Basis
Traffic & Pedestrian Barriers	0	Operation 1	n/a	Daily Basis
Site welfare & Offices	0	Operation 1	n/a	Daily Basis

Classifications :

0 = Basic Construction Methods - Lower Risk (e.g Site hoardings and fencing upto 2m high, single storey

welfare cabins) Temporary Works may be checked by another member of the site or design team. Standard solutions often come with manufacturer calculated working or ultimate capacities but still need to be checked for compliance with the design criteria to ensure they will be fit for purpose.

1= Routine Construction Methods – Low or Medium Risk (e.g Site hoardings and fencing greater than 2m high) Temporary Works can be design checked by another member of the design team.

2= Specialist Construction Methods – Medium to High Risk (e.g Special Designed

Scaffolds) Temporary Works must be design checked by someone independent from the design team (not involved in or consulted by the original design team).

3= Complex, Unusual, Bespoke Construction Methods – High Risk (e.g Façade retention schemes close to public areas)

Temporary Works must be design checked by a third party organisation independent from the design team organisation.

C.3 Toolbox Talks

Toolbox Talks will be carried out on a regular basis; refer to the SHEQ Site Manual for all the toolbox talks.

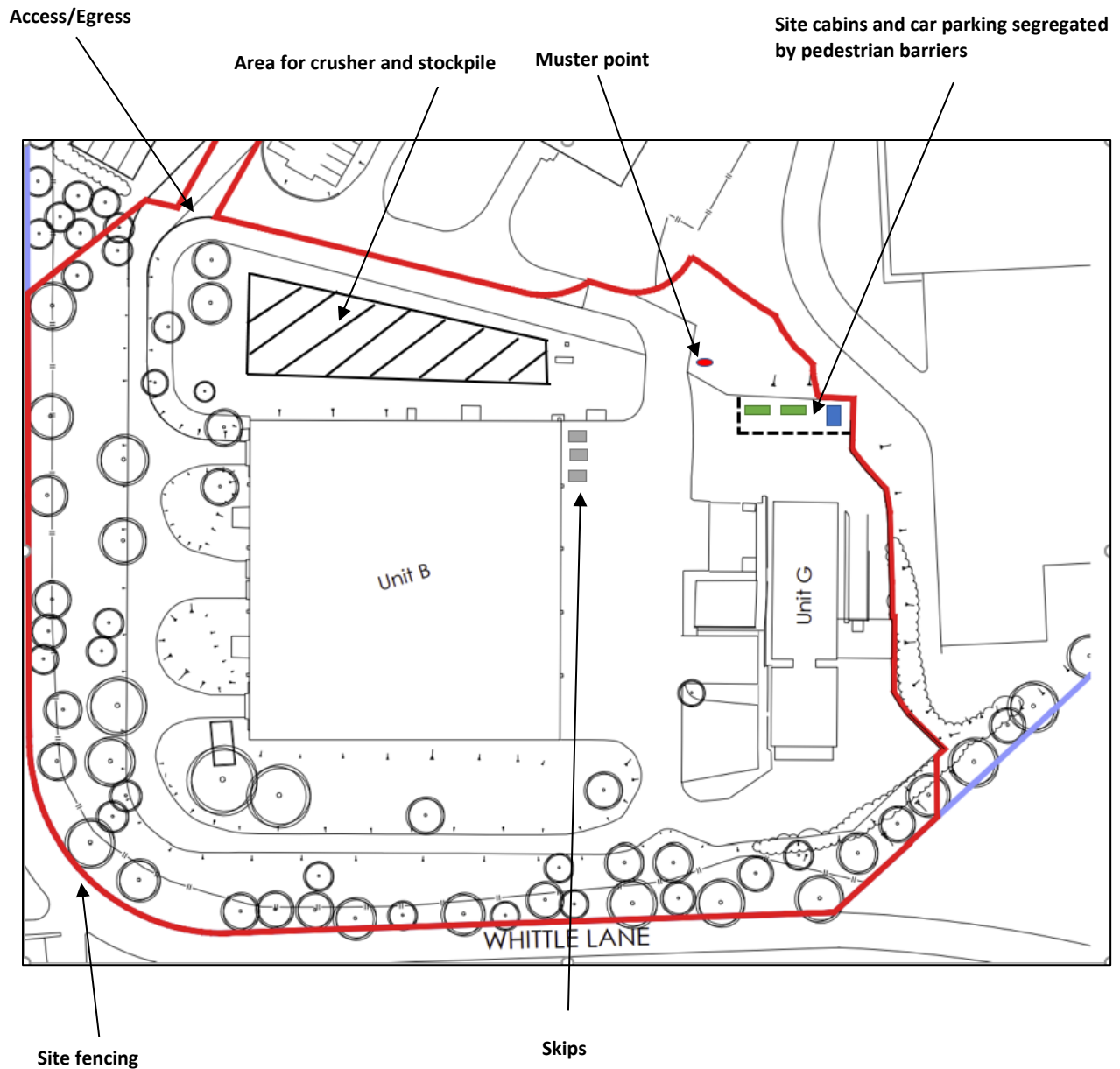
Toolbox Talks required on this project are as follows:-

Toolbox Talks	Required (minimum)
Asbestos Awareness	X
COSHH	
Vibration	
Manual Handling	X
Weils Disease	
Working at Height	
Demolition Awareness	
Working near overhead cables	
Live Services	X
Traffic Management	X
Fire Risk	
Noise	X
Dust	X
Working Plant	X
Coronavirus/COVID-19	
Ecology	
Abrasive Wheels	
White Finger (Hand/Arm Vibration)	
PPE & RPE	
Other (please state) Asbestos removal remotely	X

Part D Method, Sequence of Work & Risks Associated

OPERATION No. 1 – Set Up Site

Confirm service isolations/disconnections with clients representative (**no works to take place until status of services is confirmed**). Ensure project permit to work has been completed prior to commencing works on site. Erect protective fencing where no site fencing exists to create secure boundary. Install all warning signs and company contact details for out of hours. Mark off stores area. Receive and emplace site cabin/office and toilet facilities.



Hazards Identified:-

No.	Hazard
1.1	Electric Shock / Explosion (Live services)
1.2	Head, Foot & Eye Injury
1.3	Manual Handling
1.4	Movement of Vehicles
1.5	Manholes Covers
1.6	Mobile Phones
1.7	Site Access/Egress
1.8	Unauthorised Site Access
1.9	Asbestos
1.10	Coronavirus/COVID-19

Control Measures:-

No.	Control Measure
1.1	No work to take place until services are confirmed isolated/disconnected with clients representative (written confirmation only). Permit to work in place prior to work commencing.
1.2	Good housekeeping, supervised employees and regular site inspections. Hard hats, safety footwear, high visibility vest/jackets to be worn at all times on site. Safety glasses to be worn as required.
1.3	Ensure that access and work area is clear from debris where persons could trip, slip or fall. Each operative to assess each manual handling activity before lifting, by using acronym "ELITE" (Equipment, Load, Individual, Task, Environment). All site operatives to be trained in safe lifting techniques and have regular training on manual handling (all certificates to be in date). Minimise handling by storing materials close at hand and team aide as required. Wherever possible and when required mechanical means will be used to lift and transport items.
1.4	All heavy lorries visiting site will be at prior agreed times and will be supervised by banksman at all times (outside of peak hours). All site personnel to wear high visibility vest / jackets on site at all times. During site induction site manager will communicate designated traffic routes.
1.5	Identify, mark off and protect any manholes covers which are live and to remain throughout the job and after the demolition has taken place. Records to be kept on site noticeboard and site file.
1.6	Mobile phones should only be used for essential purposes and only be used outside the working area.
1.7	Access/Egress will be kept clear at all times and vehicles entering/leaving site will be assisted by banksman.
1.8	Only authorised persons will be permitted access on to site. Manager to inspect existing site fencing and ensure sufficient before commencing works, which will be inspected throughout the works and at the start/end of working shift. Records will be kept by the manager in the site diary. Relevant warning signs to be displayed around the boundary of the site including signage for out of hours contact.

1.9	Ensure copy of the R/D Asbestos Survey present on site and communication of the presence of asbestos to all site personnel during site induction. All operatives to have regular asbestos awareness training.
1.10	Please refer to Risk Assessment RA_C3 and health and safety policy which has been communicated to all employees.

OPERATION No. 2 – Soft Strip

Works to commence in Unit G and when this is demolished works will commence on Unit B. Operatives using non mechanical hand held tools will strip out loose furnishings/fittings from the structure and loaded into bucket of telehandler. Telehandler will then transport waste to designated area where roll on roll off skips are situated, waste will be segregated into separate waste streams and then transported from site by licensed waste carrier to licensed facilities.

Hazards Identified:- (Not previously identified in earlier operation)

No.	Hazard
2.1	Cuts to hands / puncture wounds
2.2	Fire Risk from unauthorised persons
2.3	Discovery of suspicious material (asbestos)
2.4	Slip and Trip hazard
2.5	Eye Damage
2.6	Use of Portable Power Appliances (Electric)
2.7	Adequate Lighting
2.8	Weils Disease
2.9	Inhalation of Dust

Control Measures:-

No.	Control Measure
2.1	Each operative to assess each manual handling activity before lifting, by using acronym "ELITE" (Equipment, Load, Individual, Task, Environment). Adequately rated gloves to be worn as required.
2.2	Firewood to be pulled back from structure to avoid unauthorised lighting and skips containing same will be moved daily. Site boundary to be regular inspected to prevent unauthorised access.
2.3	Operatives carrying out stripping out works will take special care during this part of the works in encountering suspicious material (Asbestos based material). If any suspicious material is encountered during the strip out, then work in that immediate area will cease until such time that the material is identified. If Asbestos is located then the area will be sealed off with warning signage until such time that it is removed by competent and licensed contractors (on our approved list).
2.4	Good house-keeping to be maintained. Walkways and emergency exits to remain clear. Areas around mess facilities to be swept daily.
2.5	Adequately rated safety glasses to be worn as required.

2.6	Site operative shall inspect all portable electrical appliances, including extension leads prior to use. All electrical appliances are tested regularly by competent person. All operatives to hold valid Manual Handling training certificate and have the adequate PPE. Battery operated hand tools will be used where possible and any electrically powered tools that operate from 110v are used. All cables are to be routed to protect from damage and to prevent tripping hazards.
2.7	Utilising existing lighting throughout the industrial estate, temporary lighting is not envisaged but should any task lighting be required it is only directed to the task and not in any other direction for the duration of the specific task which will be no longer than 8 hours and three consecutive days.
2.8	Operatives to ensure all cuts and abrasions are covered with a suitable medical and sterile waterproofing dressing prior to soft strip works commencing. Gloves to be worn at all times and ensure working clothes are washed and changed daily. Site manager to check operatives hands and wrists for cuts (health surveillance to be recorded). Ensure hands and faces are thoroughly washed before eating, drinking and smoking; disposable towels to be present in toilet facilities.
2.9	Operatives to wear adequately rated respiratory protective equipment (personal sundstrom half face mask) with adequate filters as required or FFP3 disposable masks. Safety glasses to be worn as required.

OPERATION No. 3 – Asbestos Removal & Machine Demolition (Remote method has been selected due to the over cladding with metal sheets and restrictions for roof access)

The asbestos roof sheets removal has been assessed and has been considered high risk work due to the overclad with metal profile sheets. A hierarchy of control has been followed and it has been decided to demolish each structure using the recognised systems which is "the remote method". The 30ton 360° excavator with scrap sheer fitted to end of arm will be used to cut down the steel truss structure commencing from the front of unit G and commencing from the roof work working inwards as machine demolition progresses. A maximum of 3No truss's will be cut and deposited down to the top of the warehouse floor before ceasing machine demolition, to enable clean up of the immediate area in front of the demolition machine. Operatives will access the area and clear up resulting debris. Asbestos debris will be hand-picked and placed into loading shovel of front loading rubber tyred telehandler, before depositing into roll on roll off skips for disposal to landfill site.

When asbestos debris is cleared from floor steel structure already partly cut down will then be cut into 5ft pieces for loading into skips for disposal. The immediate area at ground level will then be completely clean before demolition proceeds inwards to continue to Unit B, commencing from the front of the unit.

Demolition will be carried out in accordance with British Standard 6187:2011, CDM Regulations, HSE & NFDC best practice guidelines.

Hazards Identified:- (Not previously identified in earlier operations)

No.	Hazard
4.1	Untrained Operatives
4.2	Inhalation of Asbestos Fibres

4.3	Releasing asbestos fibres
4.4	Asbestos Contamination
4.5	Underground ducts/voids
4.6	High winds
4.7	Working Plant including operatives accessing area to remove asbestos at ground level
4.8	Noise
4.9	Falls by machine through basements/cellars
4.10	Quick Hitch attachment
4.11	Eye damage
4.12	Diesel
4.13	Manual Handling
4.14	Waste Management
4.15	Slip, Trips and Falls

Control Measures:-

No.	Control Measure
4.1	Only trained and competent operatives to carry out asbestos removal works. Operatives must have valid Category B Certification (annually), Asbestos Awareness, Asbestos Medicals and Face Fits for type of mask being used. Operative logs to be completed by asbestos removal operatives.
4.2	UKAS analyst to carry out air monitoring during remote demolition. Manager to inspect working area and personnel compliance with system of work being carried out. Dust suppressant sprays to be used to dampen the asbestos material prior to and during removal by hand picking. Operatives to wear adequately rated respiratory protective equipment (personal sundstrom half face mask) with adequate filters. Safety glasses to be worn as required.
4.3	Ensure asbestos is dampened down to ensure not dry. Background monitoring to be carried out by UKAS accredited analysts. Rubber tyred telehandler plant route to be kept clean and free from debris at all times. Designated skip will be lined with 500-gauge polythene sheeting before asbestos removal remote demolition commences.
4.4	Operatives must wear adequate disposable overalls, boots without laces, adequate RPE & gloves to carry out the removal of asbestos. Overalls and gloves to be disposed of as asbestos waste and double bagged before placing into skip. Good hygiene to be maintained ensure hands and faces are thoroughly washed before eating, drinking and smoking; disposable towels to be present in toilet facilities.
4.5	Immediate area to be scanned for underground ducts/voids by site manager prior to commencing.
4.6	Asbestos removal remote demolition to cease during high winds to prevent metal sheets uncontrolled collapse.
4.7	Exclusion area to be formed when machine demolition is taking place. Structure to be checked for operatives and equipment prior to machine demolition and to ensure partly demolished structure is a safe area. Plant to cease working when operatives are handpicking asbestos cement sheets. Designated route and exclusion zone for rubber tyred telehandler to be communicated to all site personnel and manager to ensure segregation.

4.8	Site working times will be as per the local authority's conditions. Site manager to monitor noise levels to ensure within acceptable level. Ear defenders will be worn as required.
4.9	Site investigation prior to machine demolition to identify any basements. Plant to be positioned on suitable ground conditions.
4.10	Petrol to be stored in containers marked 'petroleum spirit' and must be stored in a well-ventilated place at least 6 metres from the works.
4.11	Adequately rated safety glasses to be worn as required.
4.12	See COSHH Assessment. Refuelling of plant & equipment will be located in a safe designated area, away from drains, escape routes, etc. Spillage kit at hand and site personnel to be trained in emergency preparedness.
4.13	Ensure that access and work area is clear from debris where persons could trip, slip or fall. Each operative to assess each manual handling activity before lifting, by using acronym "ELITE" (Equipment, Load, Individual, Task, Environment). All site operatives to be trained in safe lifting techniques and have regular training on manual handling (all certificates to be in date). Minimise handling by storing materials close at hand and team aide as required. Wherever possible and when required mechanical means will be used to lift and transport items.
4.14	Waste will be transported to licensed site and copies of consignment note in CPP on site.
4.15	Good housekeeping to be maintained at all times.

OPERATION No. 5 – Hot Works

The support stanchions will be cut flush at ground level by trained and competent operative using oxy-propane cutting torches. Hot Works permit to work to be in to in place.

Hazards Identified:- (Not previously identified in earlier operations)

No.	Hazard
5.1	Eye damage
5.2	Burns
5.3	Fire Risk
5.4	Oxy/Propane bottle exploding (storage)

Control Measures:-

No.	Control Measures
5.1	Site operative to wear adequate eye protection at all times whilst carrying out hot works.
5.2	Flame resistant overalls, suitable footwear and gauntlets to be worn as all times.
5.3	All equipment must be checked before use and any defects reported immediately. Operatives carrying out hot works will be fully trained in oxy/propane cutting and area to be cordoned off when hot work is in progress. All hot works will cease at least one hour before end of working shift. No hot work equipment with a source of ignition will be left burning and unattended. Site manager to inspect immediate working area prior to leaving site to ensure that no embers are left smouldering.

	Adequate fire fighting equipment to be at hand and fire marshal to be present. Permit to Work System in place.
5.4	All full and empty gas bottles to be stored in designated safe area within a secure compound. Propane to be separated from oxygen and no storage of bottles within the immediate boundary of site.

OPERATION No. 6 – Grubbing up floor slab/foundations & Crushing Suitable Material

A 30ton 360° excavator will be used to grub up existing floor slabs/foundations (to 1metre deep) to footprint of units and existing floor slab. Heavy duty bases will be broken up using heavy breaker. Resulting debris will be transported to designated area crushed using tracker crusher down 6ft specification for re-use by others. Crusher RAMS to be approved prior to delivering to site.

Part E Employee Sign up Sheet

The employees detailed below have signed to confirm that they:-

- Understand the requirements of this Method Statement/Risk Assessment, have attended a Site Induction which including the R/D Asbestos Survey, Services etc.
- Shall work to the requirements of the Site Specific Method Statement/Risk Assessment and fully understand failure to do so will result in disciplinary action.
- Shall advise the Site Manager of any current medical condition which may rise to health risks whilst undertaking the task.
- Understand if you have any issues or concerns prior to works commencing or as work progresses regarding the Method Statement/Risk Assessment, work must cease and be communicated to the Site Manager or the Managing Director. System of work will then be amended and an addendum created. All personnel will be briefed and addendum be communicated prior to commencing work.

Date	Name	Signature

I confirm acceptance of this method of work and understand the control measures to be applied to minimise the risks associated.

Date:		Site Managers Signature:	
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