

## METHOD STATEMENT

<b>Process :</b>	<b>BACK OF HOUSE FLOOR TREATMENT</b>
<b>Site :</b>	<b>APPLE – R269 MILTON KEYNES</b>
<b>Operations Director :</b>	<b>Thomas Campton</b>
<b>Site Supervisor :</b>	<b>Dariusz Romanski</b>
<b>Originator :</b>	<b>D.Campton</b>
<b>Position:</b>	<b>Director</b>
<b>Date:</b>	<b>14<sup>th</sup> November 2017</b>
<b>H &amp; S Representative</b>	
<p><b>This method statement is critical to the health and safety of the activity it relates to. It is to be strictly adhered to. Any deviation must first be authorised by the Site Supervisor.</b></p>	
<b>Specified Works :</b>	Floor Treatment Back Office Areas
<b>Access :</b>	As specified
<b>Working Environment and Restrictions :</b> Health & Safety , Security & Fire Regulations In accordance with our policies and site requirements	
<b>Protection of Others :</b>	Work to be undertaken outside trading hours Hazard Warning Signage placed strategically& areas cordoned off.
<b>Emergency Procedures :</b>	Normal site emergency procedures
<b>Personal Protective Equipment</b>	Appropriate footwear. PPE issued - Gloves ,Safety Glasses., Ear plugs, Masks , to be used where appropriate & as instructed.
<b>Plant and Equipment:</b>	Rotary Floor Machines, Wet Vacuums, sundry items
<b>Materials Handling/Storage and Safety Information:</b>	No special procedures required Disposal in accordance with MSDS
<b>Stages:</b> ( to be undertaken in correct sequence)	
<p><b>BACK OF HOUSE AREAS – Strip and Seal</b></p> <ol style="list-style-type: none"> <li>1. Make contact with Security and Site contact</li> <li>2. Check in using Service Channel GPS</li> <li>3. Cordon off area where work to be carried out &amp; position Warning Signage</li> <li>4. Sweep / Pre Vacuum all areas.</li> <li>5. Apply diluted solution of Turbo Strip using mops</li> <li>6. Agitate using Floor Machine &amp; pad.</li> <li>7. Use doodle bugs to agitate in corners &amp; edges</li> <li>8. Recover Slurry using Wet Vacuums.</li> <li>9. Rinse thoroughly &amp; allow to dry</li> <li>10. Apply 2 coats of Secura Floor Sealant at right angles for even coverage- ensuring surface &amp; Applicator free of dust &amp; particles</li> <li>11. Remove all products &amp; equipment from site</li> <li>12. Sign out of Work Order &amp; site</li> </ol> <p><b>N.B. No Foot or wheeled access for 4.6 hours to enable dressing to dry &amp; harden, time will depend on ambient temperature</b></p>	

