

## METHOD STATEMENT

<b>Process :</b>	<b>ADHESIVE REMOVAL FROM CARPETING</b>
<b>Site :</b>	<b>HARRIS ACADEMY - BECKENHAM</b>
<b>Operations Director :</b>	<b>Thomas Campton</b>
<b>Site Supervisor :</b>	<b>Mark Brockington</b>
<b>Originator:</b>	<b>D.Campton</b>
<b>Position:</b>	<b>Director H &amp; S Representative</b>
<b>Date:</b>	<b>19<sup>th</sup> October 2017</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>Areas to be Processed :</b>	All Specified 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>	Areas to be isolated & cordoned off as required Hazard Warning Signage to be placed strategically
<b>Emergency Procedures :</b>	Normal site emergency procedures
<b>Personal Protective Equipment</b>	Safety Shoes ,Safety Glasses, Gloves, Ear Plugs, Masks.
<b>Plant and Equipment:</b>	HOST Freestyle Machine , BS36 Sebo Upright Vacuums, Dry Extraction Equipment, Rotary Machines.
<p><b>Materials Handling/Storage and Safety Information:</b> No special procedures required Disposal in accordance with MSDS</p>	
<p><b>Stages:</b> ( to be undertaken in correct sequence)</p> <ol style="list-style-type: none"> <li>1. Make contact with Security &amp; Site representative</li> <li>2. Cordon off areas as required &amp; position Hazard Warning Signage</li> <li>3. Stow equipment tidily on site</li> <li>4. Pre vacuum /pile lift</li> <li>5. Pre treat areas as required using specialist environmentally friendly gum remover</li> <li>6. Bonnet clean all affected areas</li> <li>7. Repeat items 5 – 6 as required until desired result achieved</li> <li>8. When work completed make contact with Site Representative</li> <li>9. Remove Equipment &amp; Products from site. Return Passes &amp; Sign Out of site</li> </ol> <p><b>N.B. Chemical to be used require adequate ventilation</b></p>	

