

John Henry Group	JHG Operations Method Statements	
Reference Number: PRO-JHG-MS201	Version Number: 2	
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Document Owner: Head of Health & Safety	Approved By: HSEQ Director	

F-JHG MS22: Testing a pole

Scope of Works

Testing a pole:

Note: A Site-Specific POWRA shall be completed prior to commencement of works. The particular hazards associated with this task are documented in the library of Risk Assessments.

Sequence of Works

- Park vehicle safely.
- Ensure that a HSEQ Manual is on site, together with complete job pack
- Check and ensure that all relevant site access permits, safety cards and paperwork is available on site and correct before commencement of works.
- Check and ensure that all plant and machinery are in good working order, have up to date certification and the operators have the compliant and in date licenses
- Check that client and relevant persons are informed and agree commencement date
- Check that all required materials are available and on site when required.
- Ensure that Briefing and Toolbox talk documents are available.
- Ensure that the site has been booked in to upon attendance (site provider requirement, check job pack)
- Check site for potential hazards and note on POWRA. Rectify if possible. Mark danger area & inform crew regarding potential hazard.
- Place emergency equipment (fire extinguisher & first aid kit) in designated area.
- Select an appropriate Traffic Management plan.
- Ensure that all task specific PPE is available, has been checked and is in good working order prior to carrying out any activities.
- Ensure that all relevant and appropriate Health and Safety Barriers & traffic management signage are in place before commencement of work.

Inspection of the pole:

- Two thirds the circumference of the pole, from the ground level upwards, must be free from obstruction to enable tests to be carried out if necessary clear away any growth of grass from around the base.
- Confirm that the pole is sunk to a safe depth by reference to the height of the 3metre mark and the firmness of the supporting soil.
- Check that there is no loss of essential staying rendering the pole unsafe.
- Examine the pole for damage caused by hedge or verge cutting machinery, vehicle impact, fire or lighting damage.
- Inspect the pole, especially around the ground line, for any signs of decay. Special care should be taken when examining at the ground line, in case where the ground level around the pole may have been raised by an accumulation of waste material or by the making of a footpath, for example at the original ground line which would not now be visible
- The note obtained from the tapping test may be particularly distinctive, but a change in tone will be noticed as the hammer taps pass from a good to a decayed part of the pole.

The Hammer Test

- if the date on the pole shows it to be more than 7years old apply the hammer test.

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- The hammer test is carried out, by tapping the pole with a light hammer (say 500 gr)
- The pole should be tapped all around the base, at 300mm intervals starting as near the ground line as possible and continuing upwards at 300mm intervals to as far as can be reached from the ground.
- The note obtained when the pole is tapped gives an indication of the condition of the timber at the point struck.
- A hollow sound indicates sound timber. (The good “ring” which is expected from sound can be produced by tapping recently erected new poles).
- The note obtained from the tapping test may be particularly distinctive, but a change in tone will be noticed as the hammer taps pass from a good to a decayed part of the pole.

Prodding Test or Further Examination when there is doubt

- If the poles are not obviously unsound but the examination so far indicates decay or gives rise to suspicion or if the pole is a larch pole more than 7years old. Further examination is necessary by making a prodding test and by excavating around the pole at the ground line. (Larch poles are stamped with the letter” L” at the 3-metre mark).
- Apply the prodding test is made by prodding lightly with Probe Pole Tester
- Timber in good condition will resist penetration and the wood fibers will grip the point Decayed timber will offer little resistance to penetration and will not grip the point.
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- Decayed surface timber can be removed easily by light scraping and the exposed surface treated with creosote.
- Break the soil, concrete, tarmac, etc. Around the pole so as to allow the soil to be removed to a depth of 300mm
- Clean the freshly exposed portion of the pole and make further hammer tests, and, if necessary, prodding tests.
- On completion of these tests, and where practicable, the surface of the pole should be painted with creosote for a distance of 300mm above and below the ground line the soil should be restored firmly on completion of the examination.
- If the examination indicates that a pole is unsafe to climb or that it would be dangerous to carry out the work in hands do not ascend the pole.
- Details of any decayed poles found should be forwarded to your Team Leader without delay.
- The details should include location and size of pole as well as the extent of decay and mention where paving requires reinstatement.
- A label Pole D should be affixed to any unsafe pole found. This will be located on the roadside as high as possible.
- When work is completed Tidy the site, removing all rubbish. Ensure the site is left in a safe and secure condition.
- Remove signing & guarding.

Staff Involved and Certification Required

Only authorised personnel shall be permitted to carry out works. A minimum of two work team member will be on site at all times, no lone working permitted. Training is provided in Safe Pass and first aid. Where required technical training is provided to staff on specific equipment. Certification of subcontractors e.g. MEWPs are checked. The driver / operator is responsible for being physically fit and carrying with them their own personal current license for use that shows the type of machine they have been trained on.

Access and Egress Points

Only permitted access/egress points will be used. Vehicles will be parked safely adjacent to the works area.

Interface with Public

All required third party notification will be addressed by the Site Supervisor. Work area will be

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cordoned off to prevent unauthorized access. Appropriate signage will be erected.

Working hours

Normal Working Hours will be 08.00-17.00.

PPE

Safety Harness & lanyard, Safety Boots, Helmet, Gloves, Hi Viz Clothing, Eye protection (if required)