

John Henry Group	JHG Operations Method Statements	
Reference Number: PRO-JHG-MS201	Version Number: 2	
Published Date: 24/08/2023	Next Review Date: 24/08/2024	
Document Owner: Head of Health & Safety	Approved By: HSEQ Director	

F-JHG MS10: Blown Fibre Tubing

Scope of Works

Method of inserting fibre tubing into previously installed sub ducts.

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 a complete job pack
- Check and ensure that all relevant site access permits, safety cards, paperwork and full job pack 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.
- Set up barriers around chambers to be open
- If winch is to be used, ensure mobile communications operating between gang members in place. (i.e. walkie talkies) if there is no response, or if there is some issue the emergency stop will be applied.
- Only experienced and trained winch operators are permitted to operate winches
- No Operative must be within the box when winching operations are taking place
- Do not smoke or bring a lighted flame near a chamber entrance
- Use appropriate keys to remove chamber cover – using correct manual handling procedures.
- Ensure hand protection as a precaution for Weils Disease.
- Test the chamber for the presence of gas using procedure as described in MS48 (Ensure Gas Detection Equipment is serviceable and calibrated)
- Turn on GDU and allow to warm up
- All tests are 2 bleeps / 2 flashes
- Break seal then drop support leg on No.5 key
- Raise cover and rest on support leg
- First gas test immediately under the cover
- Insert the roller well forward
- Operate the counterbalance arm

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- Lift cover and then lower onto the roller
- Close up the support leg and counterbalance arm
- Remove cover
- Second gas test at base or water
- If no water or no need to disturb the water, then:
- Final gas test at duct mouths (if available)
- If explosive gas found, cordon off area and keep area clear of people. Contact JHG Technical Supervisor immediately.
- Provided gas tests are negative fully remove the cover using the appropriate lifting techniques.
- Ensure hand protection is used as a precaution for Weils Disease
- Use installed draw rope to pull in bonded winch rope
- Seal end of BF Tubing before attaching winch rope with a suitable cable grip and fused swivel.
- One gang member to remain at drum end, two members at winch end and an additional member for each open intermediate hole. All members must be able to communicate during winching operations
- Support any existing cable in a proper manner
- Pull BF tubing smoothly and at a steady rate through bore lubrications as necessary
- Ensure cable guides are used in accordance with the type of tubing being inserted
- Leave BF tubing long enough at jointing chambers to create the blowing point or jointing point.
- Seal both ends of BF tubing with a valve end cap.
- Allow the BF Tubing to “settle” for at least 24hr before installation of any couplers or closures.
- Supervisor to monitor work and ensure required quality level is maintained
- Tidy the site, removing all rubbish. Ensure the site is left in a safe and secure condition.
- Remove signing and guarding.

Plant & Equipment and Certification Required

Winch, Cobra, Rods, Box key, wooden roller & Gas Detector. All plant & Equipment must be serviced, and/or calibrated to the requirement of legislation and the manufacture. Any electrical tools required e.g. drills, sump pump, jigsaw, will all be 110v in line with the current regulations.

Staff Involved and Certification Required

Only trained, competent authorised personnel shall be permitted to carry out works. All Construction workers must have the required basic legislative health and safety training and Manual Handling Training:

Each crew collectively should have a combined training of:

- Sign, lighting and guarding,
- 1st aid training
- Street works Course
- Access and Egress Points

Only permitted access/egress points will be used

Interface with Public

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

Working hours

Normal Working Hours will be 08.00-17.00. Where an emergency Call out is required the working hours

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may be altered to suit the Client requirements to be agreed by JHG Supervisor.

PPE

Safety Boots, Helmet, Gloves , Hi Viz Clothing, Eye protection (as required), Ear protection, Dust Mask