|  |
| --- |
| Risk Assessment / Method Statement |

|  |  |  |  |
| --- | --- | --- | --- |
| **Job LOG:** | 2197 | | |
| **Client:** | GB Oils Ripon | | |
| **Site address:** | Dallamires Lane  Ripon  North Yorkshire | | |
| **Location of Works:** | Various areas around the site | | |
| **Description of works:** | Cutting down overhanging branches and disposing of them in the skip | | |
| **Assessment date:** | 25-10-12 | **Review Date:** | 25-10-13 |
| **Produced by:** | Joseph Grey | | |
| **Operatives involved:** | Joe Earley and Alan Davies | | |
| **Supervisor on site:** | Joe Earley | | |

|  |
| --- |
| RISK ASSESSMENT & METHOD STATEMENT - METHOD STATEMENT DETAILING RISK CONTROL MEASURES  The risk (s) will be reduced by the implementation of the safe controls including a safe sequence of works. This Method Statement and the application of the associated risk control measure (s), will be strictly adhered to and it’s application ensured by the Sterling Services onsite supervisor. Full details are as follows: |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Hazards Identified** | **Persons at Risk** | **Current Risk Rating** | **Control Measures to be applied to minimise risk** | **Residual Risk** |
| Manual Handling, musculoskeletal disorders, sprains etc | Our Operatives | Medium | * SS operatives shall be trained in manual handling operations and lifting principles. * Manual Handling will be avoided where so far as reasonably practical mechanical lifting devices can be used. * Engineer shall only lift weight that they are comfortable with.   If works being carried out require repetitive or unusual manual handling then a specific manual handling assessment shall be done.. | Low |
| Hand held tools, worn, damaged. | Our Operatives | Medium | * All hand tools shall be fit for purpose, visually inspected before use for damage or wear and tear. | Low |
| Slips, Trips and Falls | Our Operatives | Medium | * Operatives shall carry out a visual observation of the work area to familiarise themselves with the environment. * Work area shall be kept clean and tidy with materials and debris not allowed to accumulate. | Low |
| Environmental Conditions, extremes of weather, lightning, high winds, snow, rain etc. | Our Operatives | Medium | * If weather conditions or work conditions become hazardous, due to lightning, high winds, rain, snow etc, then works shall cease until such time as it is safe to continue. | Low |
| Traffic and collision with site traffic and vehicles | Our Operatives | High | * SS Operatives shall post suitable signs and erect barriers at a suitable distance to demarcate the work area and warn others of works taking place.   Site management shall inform GB Oils employees of work taking place on site and the presence of SS operatives in and around site traffic. | Low |
| Plant and Machinery,  Petrol Driven Telescopic Pruners | Our Operatives | Medium | * Only trained and competent operatives shall operate the pruners * Pruners shall have a current service and maintenance record. * A Visual inspection of plant shall be carried out before works commence. * Only small amounts of Petrol shall be present on site. No Petrol operated tools will be used around the tank farm * Suitable PPE shall be worn at all times when working with pressurised systems and hazardous substances. * Good Hygiene shall be observed, no smoking, eating or drinking is permitted. | Low |

|  |
| --- |
| Method Statement – Sequence of Events |

|  |
| --- |
| * Make GB Oils manager aware of arrival on site and sign in * Get tools from van * Erect barriers * Cut down the branches around the perimeter of the site using petrol powered pruners * Cut down the branches by the tank farm with non mechanical pruners * Cart remnants to skip * Make good the surrounding area * Take down and remove barriers * Make GB Oils manager aware that the job is complete and sign out |

|  |
| --- |
| Personal Protective Equipment - PPE |

|  |  |  |
| --- | --- | --- |
| High Visibility Clothing | Mandatory | Must be worn at all times. This must be the outermost garment of clothing worn so you are highly visible at all times |
| Safety Boots | Mandatory | Must be worn at all times |
| Safety Glasses | To be close at hand | To be worn with there is risk of flying debris or possible contamination to the eyes |
| Ear protection | To be close at hand | To be worn where levels of volume exceed 83db (A) – i.e. Ambient peak or persistent noise makes normal speech hard to be heard |
| Hard Hat | To be close at hand | To be worn where there is danger of falling objects |
| Suitable Gloves | To be close at hand | To be worn where there is chemical, substance or and other identified hazard |
| Respiratory protection | To be close at hand | To be worn to control occupational diseases caused by breathing air contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays or vapors. |

|  |
| --- |
| Emergency Procedures |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| All Sterling Services Operatives will be made aware of fire evacuation procedures, first aid procedures and location of fire fighting equipment and first aid kits **BEFORE** starting works. This information will be provided by the Sterling Services Site Supervisor. | | | | | |
| Sterling Services Appointed First Aider: | Joe Earley | Nearest First Aid Kit: | Company Vehicle | Nearest Hospital: | Ripon Community Hospital,Firby Lane, Ripon HG4 2PR |

|  |
| --- |
| Site Monitoring / Inspection and Supervision |

|  |
| --- |
| * All Sterling Services Operatives will have at least one operative permanently on site who is trained to SSSTS standard and who’s relevant experience for the tasks will see that individual nominated on this Risk Assessment and Method Statement. * Each ‘onsite supervisor’ will have access to the Sterling Services’ health & safety consultants if additional guidance / requirements are needed. * Sterling Services Supervisors will make amendments to these RA/MS to take in account any changes to circumstances. * Sterling Services Operatives are fully aware that their sites will be routinely and randomly inspected by senior management with a view to ensure that their training, and working strictly to this Risk Assessment and Method Statement, is adhered to. Failure to do so may result in disciplinary action. |

|  |
| --- |
| Environmental Controls |

|  |
| --- |
| Every effort will be made to keep to a minimum the levels of noise, and dust made from Operations. Waste levels will be kept to a minimum to ensure they do not cause hazards or become a nuisance to others. Sterling Services Personnel will Tidy up, clear site, remove and transport equipment and surplus materials from site. Working areas will be tidied regularly and waste removed. |

|  |
| --- |
| Storage on Site |

|  |
| --- |
| Nothing to be stored on this site |

|  |
| --- |
| Specific Legislation |

|  |
| --- |
| * The Work at Height Regulations 2004 (WAHR) * The Management of Health & Safety at Work. Regulations 1999, Reg ‘3’ Risk Assessments. * Manual Handling Operations Regulations 1992. * Provision and Use of Work Equipment Regulations 1998 * Control of Substance Hazardous to Health 2002 * Dangerous Substances and Explosive Atmosphere Regulations 2002 * Electricity at Work Regulations 1989 |

|  |
| --- |
| HSE and Other Guidance |

|  |
| --- |
| * Memorandum of guidance on the Electricity at Work Regulations 1989 * Electricity at Work: Safe Working Practices. HSG 85 2003. |

|  |
| --- |
| Statement of Contractors Responsibility |

|  |
| --- |
| This method statement is provided to cover only the works indicated and can only be considered as validated when all personnel involved in the working activity have received a tool box talk with a signature obtained. The contractor shall be responsible and shall ensure that adequate supervision is applied to the work detailed within this method statement and shall ensure full and effective compliance. If there is any change in scope of the works or of any other impinging activity that may create risk work will cease and appropriate amendments will be made of this method statement. This statement confirms responsibility and commitment to this method statement and signature of validation below confirms this. |

|  |  |
| --- | --- |
| **Name:** | Paul Blennerhassett |
| **Position in Company:** | Managing Director |
| **Date:** | 21th November 2012 |

|  |
| --- |
| Signature and Data confirming distribution |

|  |  |  |
| --- | --- | --- |
| Site Operative Name | Site Operative Signature | Date |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |