

# SITE SPECIFIC RISK ASSESSMENT & METHOD STATEMENT



Unit 6, Antelope Industrial Estate, Rhydymwyn, Mold, Flintshire, CH7 5JH

Tel: 01352877877

Email: [zara.bostock@mega-electrical.co.uk](mailto:zara.bostock@mega-electrical.co.uk)

**Date of Issue**

31st May 2023

**Ref No.**

M23G001

**Authorised By**

Zara Bostock

**Revision No'**

27



**Location:** Wrexham, Wales

**Project Title:** Test project

**Issue Number:** 27

**Compiled by:** Zara Bostock

**Company Position:** Web Developer

**Date Compiled:** 25th April 2023

**Date Issued:** 3rd May 2023

## Project Details

### Description of work to be undertaken:

Lorem ipsum dolor sit amet. Est facere deserunt est consequatur accusantium eos sunt iusto et aliquam omnis. 33 ratione voluptatibus eos quasi modi nam necessitatibus architecto in natus similique sit odit voluptate est consectetur nostrum. Vel consequatur consequatur ex galisum quia qui cupiditate modi ex enim perspiciatis a distinctio sequi ad officiis dolores. Vel libero rerum nam maiores accusamus et modi adipisci. Qui exercitationem recusandae sit dolorem maxime rem distinctio saepe qui exercitationem placeat At dolorum suscipit cum minus eaque sed quibusdam commodi. Sed optio fugiat sit labore repellendus qui amet fuga quo ratione accusamus.

**Please read this document carefully and implement the requirements of this method statement.**



## Project Technical Details

**Name of Contractor:** A Parry Construction Co Ltd

**Address Details:** Unit 6, Antelope Industrial Estate, Rhydymwyn, Mold,  
Flintshire, CH7 5JH

**Telephone No:** 01352877877

**Supervisor Responsible on Site:** Another Test Operative - 01234567890

**Client:** Test Client

**Principal/Main Contractor:** A Parry Construction Co Ltd


**Project Manager - Responsible for  
Safety on Site:** Test Operative - 01234567890


**Commencing:** 1st May 2023

**Completion:** 5th May 2023

**Number of Employees on Site:** 3

### Operatives on Site:

	<p><b>Name: Another Test Operative</b></p> <p>Company: Mega Electrical NW Ltd</p> <p>Position: Electrician</p>
---	--

	<p><b>Name: Test Operative</b></p> <p>Company: Mega Electrical NW Ltd</p> <p>Position: Electrician</p>
---	--



**Name: Third Test Operative**

Company: Mega Electrical NW Ltd

Position: Electrician



# Method Statement

## 1.0 Sequence of Works

1.	Lorem ipsum dolor sit amet.
2.	Et accusamus labore 33 sunt accusantium et quisquam consequatur eos neque voluptatem sit rerum rerum sed modi tempore ut mollitia iure.
3.	Vel facere deserunt et asperiores suscipit eos blanditiis voluptatem.
4.	Lorem ipsum dolor sit amet. In tempore cupiditate nam minus autem aut enim obcaecati aut rerum assumenda sit velit eius est rerum quis et voluptatem perspiciatis.
5.	Est repellendus quae ut velit sequi ut dolores vitae sed dolore nihil hic harum maiores.

## 2.0 Tools and Equipment Required

- Herrus Fencing
- Laser
- Step Ladders
- Test Kit

## 3.0 PPE Required

- Safety Goggles
- Safety Helmet

## 4.0 Access to the Place of Work

- All employees, contractors and visitors will attend the site induction carried out by the supervisor responsible for the site.
- All employees, contractors and visitors will register their presence within the daily site register.
- All persons will comply with site rules in the wearing of personal protective equipment.



## 5.0 Access Equipment to be Used (Scaffolding, Podium Steps and Step Ladders where Podium Steps cannot be used)

- All site rules and conditions must be strictly adhered to and any person failing to do so will be subject to Mega Electrical NW Ltd disciplinary action and may be removed from site.
- **All podium steps, step ladders and scaffolding to be correctly tagged for safety.**
- Carry out daily examination of podium steps, step ladders and scaffolding for signs of damage or defects before use.
- Scaffolding to be erected by operatives holding PASMA qualification and signed off when safe.
- The company supervisor is to be notified of any defects from above checks and that all working areas and means of access / egress are clear and free from obstruction; on discovery of any obstruction will ensure the area is made safe immediately.

## 6.0 Materials Handling and Storage

All materials will be below the recommended guidance for manual handling lifting weight of 25kg.

## 7.0 Power Sources and Isolations Required

All works must be carried out by a qualified and competent electrician.

## 8.0 Training requirements

- CSCS accreditation
- JIB cards

## 9.0 Supervision and Coordination of Activities

- The Site Supervisor / Foreman will manage the site activities on a daily basis and their responsibility is to control the working area and interface the company activities with the client.
- Site Emergency procedures must be strictly adhered with and all site rules will apply.
- The Site Supervisor will have overall responsibility for the safe coordination of the company scope of works.
- The Site Supervisor will highlight any unsafe conditions or actions to the Site Manager and will take the appropriate actions to make conditions safe.



## **10.0 Environmental Considerations - Site environmental considerations must be adhered to at all times**

- All insulation and package materials must be kept from entering the drainage system.
- These include for general waste, timber, waste plastics and cardboard etc. and any special waste.
- Noise will be kept to a minimum whilst on site.
- Foul and abusive language will not be tolerated and operatives found using such language or gestures will be removed from site immediately.
- Transistor radios will not be permitted on site.
- The use of mobile phones must only be used in accordance with site rules.
- Fires will not be allowed on site and any burning of materials is strictly prohibited.

## **11.0 Protection of the Public**

- As far as reasonably practicable site traffic must be kept to a minimum and local traffic around the site must be treated with care.
- Site supervisor shall exchange information with client / occupier to ensure full reciprocal knowledge of existing hazards, demarcation of areas of responsibility and work hazards.
- Access equipment will be provided to ensure maximum safety of workers and occupants.
- Details of existing services will be obtained before the start of works.
- Cones and bi-lingual signage will be installed to isolate working area from members of the public.
- Work to be co-ordinated to reduce risks to third parties from trip hazards, no materials or tools to be left unattended, comprehensive signs/barriers to be used.
- Standby Man / Site Supervisor / Foreman monitoring to include: initial checks to ensure safe systems of work are in place before work begins, that barriers and signs have not been removed or tampered with and that working areas are left clean and tidy at the end of each work period.

## **12.0 Waste Disposal Arrangements**

- During the day debris will be collected and disposed in accordance with the company procedures.
- During each working shift the debris will be removed and deposited into the skips and WEEE recycling containers provided in the onsite compound.

## **13.0 Fire and Emergency Procedures**

The fire and emergency plan and procedures given at the site induction will be strictly adhered to during the project and all site operatives will adhere to the information given.



## 14.0 Review of Method Statement

The Mega Electrical NW Ltd site supervisor responsible for the works will ensure that the work area has been inspected and is free from risk of injury or that suitable and sufficient measures have been taken to comply with current health and safety legislation prior to any work being undertaken. This method statement will only be amended by Mega Electrical NW Ltd site supervisor and authorised in agreement with Mega Electrical NW Ltd senior management, any such amendments will be recorded and further instruction given to each operative of the amendments.

## 15.0 Communication of Risk Assessment and Method Statement

- All operatives will be instructed of the risk assessment and method statement for their scope of works as part of the Toolbox Talk procedures prior to commencing work.
- They must ensure they fully understand the work involved, the hazards and the level of risk they may be exposed to.
- Following instruction, they each must sign the register attached.
- Each operative must work to the method statement, any deviation must be authorised by the Mega Electrical NW Ltd site supervisor.

**Any operative not working to the specific method statement will be subject to disciplinary action.**

## 16.0 Emergency Contacts

Site Project Manager	Test Operative	01234567890
Safety and Environment Advisor	Emma Lampka	079693000080
Off Site Emergency Number	A Parry Construction Co Ltd	01352877877
Out of Hours/24hr Emergency Number	A Parry Construction Co Ltd	01234567890