

## 18. Aco Drainage Procedure

### Method of works

- Assess pre-works information. Including Asbestos information and report.
- PPE to be worn. Wear face fitted FFP3 mask and eye protection, where dust may arise. Regular breaks, undertake maintenance of tools.
- Extraction/suppression dust to be in place.
- Cordon off area to avoid damage or injury from debris.
- Ensure no services will be effected or damaged during excavation. If unsure contact supervisor as detection equipment may be required. If it a new installation the area must be scanned for any services.
- For new installation of aco channel check the levels of the area to receive the new channel to ensure that it is at the lowest level for drainage and the connection into a nearby gully or form of outlet
- Path or Base: Break up and remove existing concrete and slabs to the desired width and depth to accommodate the aco drain, remove waste and debris, leave to receive new drain.
- New channel to be bedded and surround in a minimum of 100mm well compacted concrete ensuring that the concrete is at a level for finish height or to allow for slabs to be fitted around it making sure that the channel is the same height as finish floor so not to cause a trip hazard after completion
- Connect the aco channel outlet using various drainage fittings to allow a 1:4 (1:6 minimum) fall into the gully
- All channel joints and end caps to be sealed with manufacturers approved sealing compound.
- Ensure tools and equipment are not accessible to the public/tenants when not in use by operatives.
- Keep and leave all work areas clean, tidy and free of debris.

#### Tools required

Disc cutter  
Block trowel  
Trenching shovel  
Level  
Cat scanner  
Breaker

### See additional docs

COSHH  
Rotary Disc Cutter  
PPE  
CAT & Genny Procedure  
HAVS  
Lone working procedure

## Risk Assessment

Hazard	Control Measures
COSHH	When using any chemicals, the COSHH safety data sheet will be followed to ensure that the safe working practice is followed. This includes storage and use, including the correct use of PPE. Common material sheets are within this document. Additional MSDS may be required for extra chemicals/substances ie Flux.
Hygiene	Good personal hygiene is a necessity washing of hands prior to any breaks (food – ingestion).
Asbestos	All operatives are to be Asbestos awareness trained. Asbestos surveys are to be sourced and reviewed before any works commence. Tradesmen are to remain vigilant at all times when onsite and if any additional suspect materials are identified, site manager is to be informed immediately
Slips Trips and Falls	The site will remain tidy at all practicable times. All designated access/egress routes shall be kept free of slip and trip hazards, and obstructions. All equipment is switched off and/or isolated when unattended. All material that could potentially cause injury is either secured behind barriers or removed from site.
REG 8	Care is to be taken when working near any flues. WMS and subcontractors are to ensure that no flues/ventilation points are blocked (i.e. taped off/netted etc), and that Reg 8 Gas Safety is adhered to at all times. Any damage at the time of working to any flue/air duct –terminal or debris entering the flue/air duct, condensate pipework, gas installation pipework, gas meter & housings or any part of the heating installation must be reported: Turn off the effected appliance / installation /energy supplies and make safe. After all work is completed re-inspect all flue terminals / installations for damage.
Manual Handling	Correct lifting techniques are to be used at all times when moving equipment, materials or any heavy loads. Paying particular attention when lifting (stable stance, good grip, keep load close to your waist and do not flex your back).
Vibration	If there are any tasks with expected high levels of vibration. WMS shall use vibration calculator to work out if operatives are likely to exceed action levels. WMS have assessed these site and there are no excessive vibrating works that are likely have trigger times that will exceed the HSE 100 points. Subcontractors will also assess in their RAMS. Regular breaks between works involving high levels of vibration shall be taken.
Respirable Dust	Control measures are to be implemented when any operations are being undertaken that could give rise to respirable dust. Particular attention is to be made to silica dust. When cutting tiles, dust extraction is to be used to ensure operatives are not working above the 8hr control limit (0.1mg/m3) and FFP3 masks that have been face fitted to the individual are to be worn.
Vulnerable persons	Appropriate signage must be used. Due to the area of the works, working overhead. WMS shall temporarily cordon off the area of work using cones and barrier tape.
Inclement Weather	Regular checks of the weather forecast are to be carried out by the contracts supervisor. No working to be undertaken in high winds if the works are to be carried out using a scaffolding. In times of high UV radiation workers are obliged to use sun screen protection. Workers are not permitted to ‘strip off’. Minimum dress code is to wear a T-shirt. Anything less and the person/s must be ordered to cover up, or, on refusal to do so, removed from site. WMS are to check wind protection to ensure resident’s

	possessions are not damaged.
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## PPE



If there are works being undertaken above you please also wear a Hard hat.