26. Double Glazed Unit (DGU) Replacement Procedure - Reactive

26.

Method of works

- Assess pre-works information. Including Asbestos information and briefing by Supervisor/manager.
- Erect access equipment suitable for the task, site and duration of works as specified and detailed in the planning documentation. MEWP operated by IPAF qualified operatives or Mobile tower to be erected by PASMA qualified personnel if works are for a patch repair to a failed area and ground and access permit. Fixed scaffold erected and tagged by a competent scaffold contractor or MEWP operated by IPAF qualified operatives if works are on a bigger scale and following detailed Construction Phase Plan.
- Cordon off area to avoid damage or injury from debris, third party encroachment and trespassing or unauthorised access during normal or out of hours. Cordon to also include warning signage as required.
- PPE to be worn (gloves/eye protection/safety boots/hi-vis vest).
- Ensure tools and equipment are maintained and are not acting as a trip hazard. When working at height materials to be secure and only tools required for the task to be present and tethered to prevent fall from height.

<u>DGU Replacement – Blown or broken</u>

- On completion of site set up, gain access to window requiring repairs. One man externally and one man internally.
- If existing is cracked/smashed tape up both sides of the unit to prevent injuries and falling debris
- Remove gasket and beading from around glazed unit and using glazing suction handles remove and set aside unit store on packers at low level and out of areas where it can pose as a trip hazard
- Using lifting handles offer up the new DGU to the opening and pack out as required ensuring square and true to the opening. On larger units 2 handles may be required to locate.
- Reinstate beading and gasket using a rubber glazing mallet to prevent splitting the bead and/or damaging the new unit
- The old unit is to be wrapped to prevent damage and secured in vehicles so as not to break the unit during transportation
- Clean down both sides of glazing and frame to complete
- On completion dismantle access equipment and remove from site.

Make good all areas affected by the installation or any other works, dispose of all debris and leave site in a clean and tidy condition.

See additional docs

Working At Height
Manual Handling

Head Office: Gammaton Rd; East-the-Water; Bideford; Devon; EX39 4FG
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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 silicone
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. HSG264 R+D Asbestos survey is to be referred to before any works commence. Ensure asbestos are not disturbed during works. 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.
Working at Height	**Small area works – Mobile Tower** – To be inspected prior to erection and erected and dismantled by in date PASMA trained operatives. Minimum PPE Hi-vis, helmet, harness & gloves. **Larger projects - Fixed Scaffold** – To be erected by competent scaffolder. WMS to receive handover certificate and scaffold to be inspected weekly by contractor and issued certificate to WMS H&S Dept and Scaff tag completed and up to date. **Scaffold not feasible - MEWP** – To only be daily inspected and operated by IPAF qualified operatives unless operator supplied with MEWP as part of the contract with the supplier. All ladders to have been inspected and have in date inspection tag **Refer to Working At Height Document for further guidance**
Slips, trips and falls	Site kept clean and tidy at all times. Glazing to be place on timber/rubber packers when remove to prevent damage and out of working area to prevent trip hazard
Climate	Wind speeds to be monitored for restrictions for WAH
Manual handling	Correct lifting techniques to be adopted, no lifts over 25kg. Glazing suction lifting handles to be used and within permitted load capacity. If require 2 handles may be required depending on size and weight of unit – **Rule of thumb being 25kg/m^2**
Electrical	Only battery operated or 110v tools to be used All electrical equipment is to be PAT tested. The equipment is to be inspected prior to use to check for defaults or any other issues that could cause harm when the item is used.
Lone working	Due to working at height no lone working to take place
Vibration	Wear PPE, regular breaks and ensure tools are correctly maintained.
Noise	Wear PPE, ear protection, regular breaks.
PPE	Gloves and protective eyewear to be worn at all times

PPE

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