

METHOD STATEMENT

Task: Site Set Up

Site: Clitheroe Grammar School

Plant Requirements	2 X 1830 Merc Hi-ab Wagons, Heras Fence Panels, Heras Fence Feet, Heras Fence Clips, Ladder, Harness, Lanyard, Lifting Shackle.
Tools	Adjustable Spanner, Snips
Materials	H&S signage, cable ties
PPE	Hard Hat, Hi-Vis Vests, Steel toe and mid sole Boots & Gloves
Method of Work	
1	Delivery of site accommodation on hi-ab wagons to be made between the hours of 9am and 3.30pm.
2	Wagons to contact site manager 5 minutes prior to arriving at site entrance in order for banksman to be present at site gate on Chatburn Road
3	Banksman to direct delivery vehicles off Chatburn Road to Warden Site Compound Location
4	Wagon driver to sign in to Warden Site and induction to be given by Site Manager
5	Warden Site Manager to check Drivers Hi-ab operators ticket
6	Vehicle Banksman to bank reversing vehicles into desired position
7	Wagon Driver to set vehicle up ready for lifting units. Access to lifting hooks on top of units by ladder. Ladder to be footed by operative. Driver to wear harness and lanyard, when at top of unit, driver will clip on to hook.
8	Repeat the above process for all accommodation units
9	Cabins to be connected to services by electrical sub-contractors
10	Heras Fence to be erected around accommodation units as per compound plan
11	Feet to be put in position
12	2 men to lift Heras fence panels into position
13	All Heras fence panels to be double clipped using adjustable spanner
14	If required rakers to be attached to every other fence panel
15	Relevant signage to be put on fencing with cable ties – end of cable ties to be cut off

SHE FORM
SF 621-001

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Name	Signed	Date