

Safety Method Statement - Roof work at Safe and Sound Inn

Description of Work and Location

ABC Roofing Contractors are to carry out roof repairs at the Safe and Sound Inn, New Road, Ely. Work comprises of repairs to lead flashing around chimney. We understand a scaffold is erected for other external work and will provide fall protection from this roof.

Additionally, minor patching repairs to bitumen felt sheets on single storey extension. Repairs will require use of a small flame torch. This area of the roof has no edge protection.

Work will take no more than a day (weather permitting) and carried out during the pub refurbishment.

We understand that the premises will be partially trading at the time works will be undertaken.

Supervision

ABC Roofing Contractor's foreman is Chris Blake. Chris has been carrying out roof work for over 10 years, has attended a number of CITB H&S training courses, particularly in 'Working at Height'. He is experienced in all aspects of the roof work on this project and will supervise our operatives and ensure all work equipment is in a satisfactory condition.

He is a qualified first aider and familiar with accident reporting procedures. He will liaise with the site manager before and during the work, particularly explaining the sequence of work and any specific requirements we need to carry out the work.

The Site Manager is required to ensure suitable working conditions site wide, facilitate welfare facilities (we will provide our own additional cleaning equipment for lead work - nailbrushes etc) for our operatives, maintain the scaffold in a safe condition for our operatives and to arrange for temporary edge protection to be provided to the flat roof.

Pre-Site Preparation Work

The architect has confirmed that the flat roof is marine ply on battens, covered in bitumen felt sheets and therefore not fragile. Elevation drawings have been obtained.

Work Operations

Obtain "Roof and Hot Works" permit from site manager.

Flat Roof

1. Erect barriers at ground level to create a work area at the point of access to the roof to prevent access by staff or members of the public.
2. Having unloaded equipment, check to ensure all components are in satisfactory working order
3. Check to ensure adequate edge protection to flat roof has been provided.
4. Access to the roof is gained by a fully secured ladder. 5. Bitument rolls and flame torch taken to roof via ladder (both are small and not considered a high risk to carry up ladder)
5. Commence roof work.
6. On completion of "Hot Works" ensure a check is made of all areas for fire hazards
7. On completion of work remove all equipment from roof and it's access area.
8. Remove ladder.
9. Remove all barriers placed below work area.
10. Advise site manager that works have been completed and return Permits to Work

Lead Work

1. Access gained via existing scaffold.
2. Chimney flashing repairs within reach of existing scaffold - no need to access roof.
3. Operatives to wash thoroughly following completion of work as per guidelines accompanying 'Lead at Work' Regs.

Control of Operations

1. Our Foreman Chris Blake will control all operations, in liaison with site manager.
2. A Roofwork's Permit for both roofs will be issued by the Site Manager.
3. Work will not commence on the flat roof unless edge protection has been provided.
4. Ladders will be checked as made secure before access to roof is allowed.
5. A Hot Work's Permit will be issued by the Site Manager. Flat roof work will be undertaken first so that a further check can be completed one hour after all "Hot Works" have been completed.
6. Seek confirmation from Site Manager that Scaffold has been inspected and safe.

Storage / Materials / Handling

There are no special requirements for the storage of materials or equipment.

Competence of Operatives

The work requires three operatives. The foreman, an experienced and fully trained operative (in excess of 10 years) and a young apprentice - who will be closely supervised.

Accompanying Assessments

Risk assessments have been completed for, Working at Height, Hot Works and Manual Handling (felt rolls and lead).

Coshh assessments have been prepared for Bitumen Felt Sheeting and Bitumenous adhesive.

Plant & Equipment

The only equipment needed for this job is hand tools and a small flame torch.

Safety of 3rd Parties

The existing principal contractors site access controls with the addition of barriers erected around the work area at foot of ladder, together with 'Men Working Overhead' signs are deemed as being sufficient controls to reduce the risk to third parties to an acceptable level.

PPE Requirements

PPE Requirements are safety footwear, safety helmet, working gloves, and high visibility vest.

First Aid Requirements

The First Aid Kit supplied by ABC Roofing Contractors is deemed sufficient for the works being undertaken. Our Foreman, is a qualified first aider.

Emergency Procedure

The existing site emergency procedure are sufficient.

ABC Roofing Contractors will ensure each of their operatives engaged in "Hot Works" will have a hand held CO2 fire extinguisher adjacent to any area of "Hot Works"

Environmental Issues

No specific environmental controls are necessary, waste will be disposed of by utilising the principal contractors skip's

Contractor.....

Signed.....

Date.....