

METHOD STATEMENT

Contract Name:	Bunting Gardens	Contract No:	4550
Completed By:	Alan Gruss	Date:	17/12/2024
Method Statement Title:	Excavation using excavator.		

1. Brief Description of Works to be undertaken

Method statement for undertaking works and undertaking works with existing underground services

2. Safe Working Procedure (Detailed description & sequence of the work including the control measures identified in your risk assessment. Include all stages from delivery to completion including how you will store/transport your materials.)

Step	Activity/Task
1.	Contractors to be inducted with Site Agent on First arrival at site
2.	Contractors to sign in and out of site daily
3.	Contractors excavation machine operators tickets checked for validity and expiration date.
4.	Permit to excavate made out, for drainage dig. Along with any services drawings attached
5.	Machine digger and Site agent to go over drawings and ensure correct depths and widths are achieved before start as per dig permit.
6.	Area is to be CAT scanned before dig commencing and any readings to be spray painted on ground hand dig only within 1 metre of any CAT reading picked up.
7.	Dig with excavator to depth of 1mtr and width of 450mm
8.	Entrance exit into Heras area is to be policed by the site manager or supervisor to ensure security of site. Due to the quads being a residential area. Heras area, all movement with plant machinery is to be done with extra care and banksman to be used at all times to avoid contact with Scaffolding.
9.	Plant used on site will be subject to a weekly visual inspection by a competent person, this will be logged in Procore.
10.	Area should be double Heras fenced off from public with double clips and signage posted for construction works in progress do not enter
11.	Dumper truck removing soils from dig or bringing pea gravel to dig is to be banked at all times, if children come near to machinery or plant outside of heras then machine is to be switched off and wait for children to move away before continuing
12.	Site agent to check the security fencing at the end of each working day. Reading & Understanding of RAMS will be signed electronically on Procore.
13.	Site manager to have SMSTS and First Aid as required
14.	Any excavation opening is to be made safe before end of working day.

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15.	Offsite enabling works, install off site foul drain, site set up works, pump station, site clearance and oversite strip, excavate and concrete foundations, internal drainage works, external foul drainage, install SW attenuation tank, terrace wall foundations and surface finishings.		

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3. Documentation Required

Risk Assessments:	
Plant Certification:	
Competency Certificates:	
COSHH Information:	
Permits to work:	
Other:	

4. State exactly what access equipment will be used

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5.Plant/Equipment	Authorised User	Documents checked	n/a

6. Task Specific Personal Protective/Respiratory Equipment

Item	Remarks	Item	Remarks

7. Specialist Training Requirements

Activity/Task	Training Required	Name	Certification

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8. Communication

I confirm that I have clearly communicated this method statement and associated documentation and that I believe this to be a safe method of work. Should any matters arise that will prevent us from working in this way I will raise them with the site manager before proceeding.

Name of Supervisor	Signature	Date

I confirm I have been briefed by my supervisor on this method statement & other related documentation referred to above.

I accept that I will be working to this method and if anything occurs that may prevent this, I will stop and refer the matter to my supervisor

[illegible]