



Contract: Selfridges, 74 Market St, Manchester

Principal Contractor: Styles & Wood

Date Commencing: June 2011

Hours of Work: 9pm – 6am, Mon – Fri Weekends by arrangement

Method Statement Issue No: 004

Issue Date: 13th June 2011

Title: Removal of tiles, timber cladding, steel work and stairs. Remove Concrete Plinth.

Produced By: Kevin Smith

Description of Work:

Removal of tiles from existing clad wall, clean up tiles for reuse. Remove timber battening and ply frame. Dismantle preassembled staircase, break up out concrete landing. Discard waste materials in skip provided, stack and palletise tiles for reuse. Remove concrete plinth from top of steel structure. Cut dismantle and remove steel stair framework.

Resources:

Up to 10 Labourers
Foreman (M. Jervis)
415v Electric URW-095 crane (weight 1800kg) maximum capacity 0.995t x 3.5m.
Crane operative / slinger
Lift plan (by others)
415v electric floor saw
Skips provided by others
110v power supply
110v breakers (Actual models TBA)
415v power supply (internal)
Task lighting units
Small scissor lift type Mobile Elevating Work Platform (MEWP) weight to be provided to Styles & Wood.
Hand Tools i.e. Grinder
Burning Gear
110v / 415v leads
Scaffold (provided and maintained by Styles & Wood)

Emergency Procedures and Contacts:

A1 Demolition Site Foreman: K Hefferon

Principal Contractor First Aiders: S Bennett, J Hunter, R Martin

Muster Point: Top of service ramp

Fire Points: 4 fire point within basement work area, hand operated gongs means of raising alarm.

Access & Egress

Access is via service entrance.

Personal Protective Equipment

All contractors shall wear hard hats, steel toe-capped and midsole protective footwear and gloves at all times. High visibility clothing shall be worn when risk of contact with moving plant or as per site rules.

Gloves will be worn for general manual handling operations and when using grinder breakers, note the correct gloves appropriate to the task shall be selected i.e. gloves should have adequate grip ability and resistances to cuts with gauntlet wrist protection, when handling glass stair sections and in addition have adequate abrasion resistant properties when using grinders.

Eye protection conforming to BSEN 166/B standard will be worn when risk of impact eye injury such as when working near or using grinders breakers etc.

Ear protection shall be worn when using grinders, breakers, and when burning or working in the vicinity of such operations.

Respiratory protection to (FFP3 standard) disposable dust masks will be used when operating breakers.

Respiratory protection specifically designed for welding / burning operations to minimum FFP2 standard will be worn during burning. In addition the burner will wear box goggles with a housing made to BS EN 175, and filters made to BS EN 171. Gauntlets, spats and leather protective footwear will be worn. Localised ventilation system to extract fumes will be set up near burning operations. The fumes will be vented into the street (not into other enclosed areas).

Long sleeves and trousers will be worn at all times.

All employees will have been adequately trained to use and maintain any item of PPE in their possession.

Requirements from Principal Contractor

- 415v 3 Phase 32 amp supply with trip device
- 110v 16amp / 32 amp supplies
- Confirmation of service terminations to any services that may be located behind wall tiles.
- Information relating to any known live services, such as routes taken when applicable to A1 Demolition works.
- Confirmation of asbestos type 3 survey, and results of any findings that may affect A1 Demolition operations.
- Access scaffold

Welfare

Welfare facilities provided extent and restraints of provisions to be clarified within induction. No eating drinking in work areas.

Controls and Sequence of Works

Arrive on site all persons will attend a principal contractor site induction. All persons involved in the work will then attend a method statement briefing prior to commencing, appropriate registers will be signed thereafter. Copies to be kept on site and made available when requested.

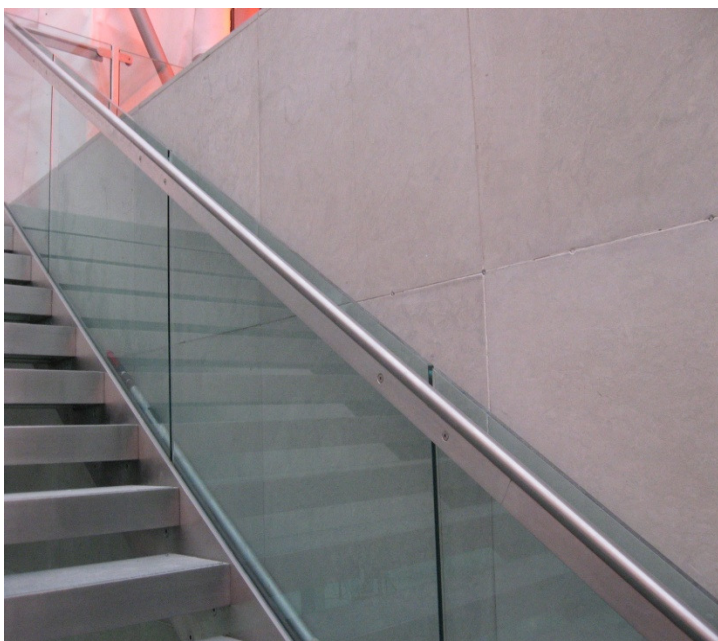
Foreman Kevin Hefferon to check (if not previously received confirmation) with principal contractor adequate precautions have been taken to prevent accidental contact with live services.

Equipment will be brought through the back service entrance. Styles & Wood forklift truck and competent trained operative will assist where necessary with any lifting operations that may be deemed necessary.

The crane will be remotely operated to the work area powered with extension leads running from the generator in the service area. Care will be taken to route cables out of harms way sentry lookouts will be used during this operation to prevent unauthorised access.

As soon as practicable the power source will be isolated and the leads disconnected and reconnected to the local 415v supply to keep the number of cables to a minimum. All 415v cables will be armour braided inspected before use and PAT tested current. Crane will be sited upon spreader plates (also see lift plan by others).

An exclusion zone will be established around the work area if there is risk of unauthorised access.

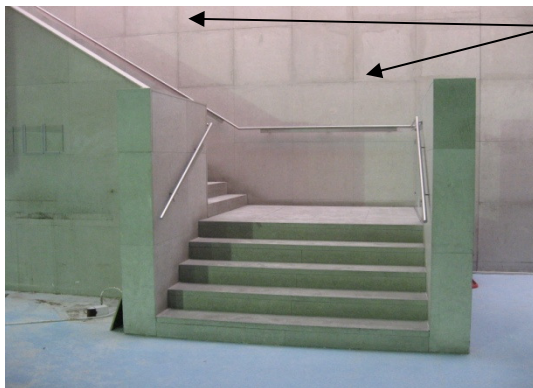


Work will commence with dismantling of the prefabricated stairs in a systematic order (*Styles & Wood to assist with provision of any information held in safety file that may be relevant from the designs*).

At no point will contractors expose themselves to any open edges. Where that risk exists works will be carried out from within the MEWP or from the scaffold provided (and managed by Styles & Wood).

Sections will be dismantled by unscrewing the fixings mainly by use of Allen keys. Glazed sections will be team lifted and either passed into the MEWP, onto the scaffold or carried down the stairs. Where possible the handrail will remain in place to assist access.

At this point the tile cladding and timber battens will be removed whilst there are no exposed edges to as many areas as practicable. Timber cladding will be unscrewed when possible and removed whole.



Remove as much of the tiling as possible before a fall risk exists, leave remainder that is inaccessible until after stairs have been removed.

When it is deemed no further the works can be carried out off the stairs i.e. contractors would be exposed to a fall risk a barrier will be placed across the bottom of the stairs, and the remainder of the works carried out from within the MEWP or off the scaffold.

If necessary temporary secure guardrail edge protections will be erected onto the staircase to assist safe access (by Styles & Wood appointees).

Care will be taken to frequently offload the MEWP and any scaffold provided to avoid overloading. Items that are not to be disposed will be palletised and stored neatly away from access routes.

Caution will be taken by operatives to ensure the MEWP is not located in any area throughout the works where there is risk of the stair or sections of the stair collapsing onto them. The MEWP will only be operated by a trained competent operative holding a current approved training certificate such as (IPAF).

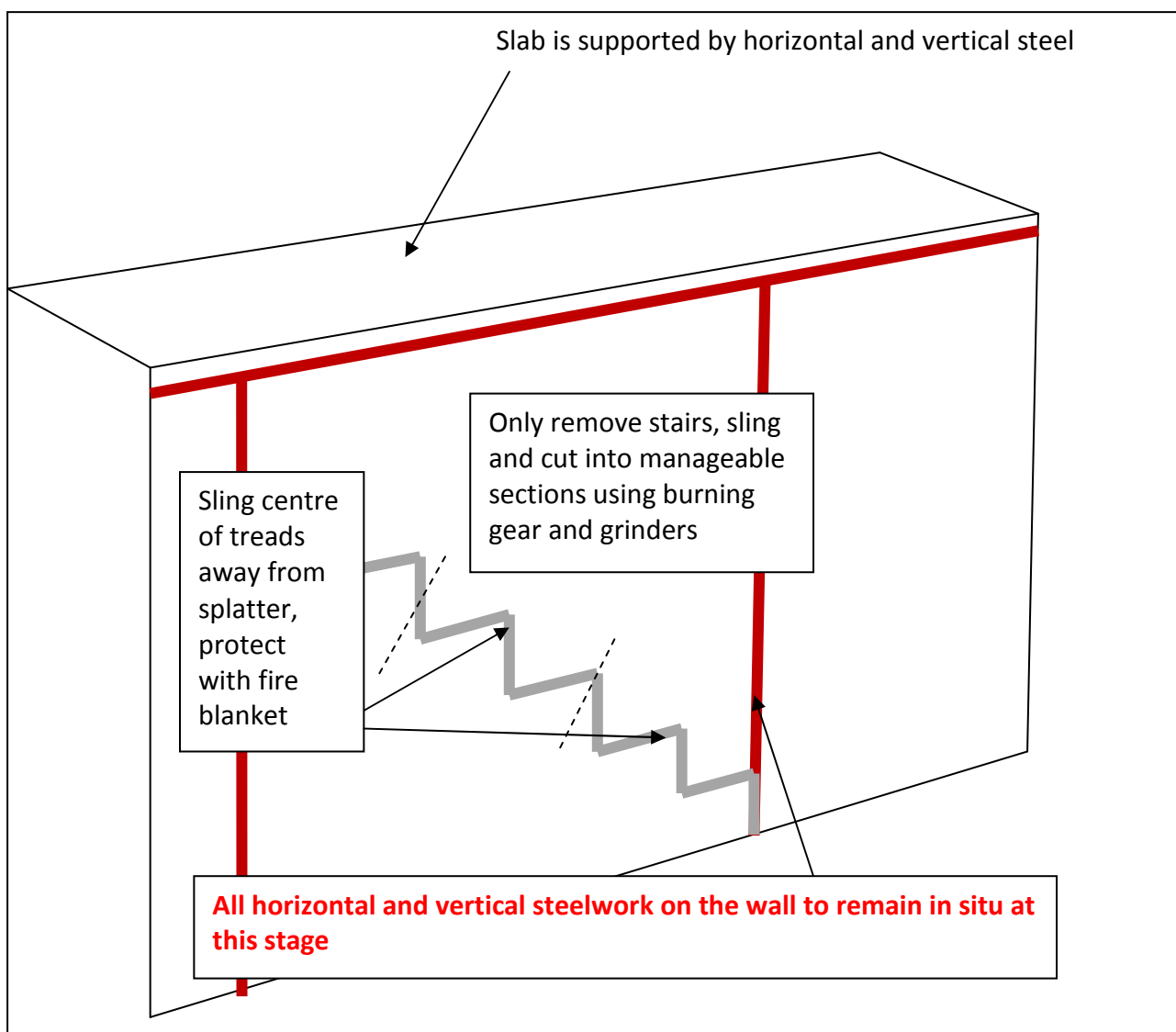
No persons will be allowed on or below the stairs during any demolition works.

The crane will be sited in accordance with the lift plan. The operative of the crane will be made aware of the lift plan and sign to confirm compliance before commencing. The operative will be slinger signaller trained and hold current operators certification. Care will be taken to avoid the overhead bulkhead obstruction.

All that will remain of the stairs at this point will be the steel fixed structure. This will be cut into manageable sections; 3 to 4 treads at a time with end sections included.

These works will be carried out under controls required within Styles & Wood hot work permit system and will be conducted using oxy propane burning gear and/or angle grinders. In addition an appropriate fire extinguisher will be in place at location of hot works. A fire blanket will be used to protect the slings from burn damaged; the slings will be placed to centre of treads away from splatter. Should any slings become damaged then they will be discarded. Hot works will cease at least 30 minutes prior to the end of each shift. Work areas will be frequently inspected for signs of fire by both the operative and the supervisor. Work areas will be cleared as far as reasonably practicable of debris prior to the start of hot works and adequately maintained during the works. Fire blankets will be used where necessary to protect against molten splatter and to prevent spread of fire.

The main wall to which the stairs had been attached to will be cleared of any remaining timber battens, ply and mortar dabs using hand tools, screw drivers, mattocks and the like leaving just the structural steel exposed.



Once the stairs have been removed Style & Wood will erect a scaffold to the entire length of the wall the purpose of the scaffold will be to provide a working platform and a support deck to the underside of the concrete slab that is to be removed using an electric floor saw, handheld breakers and crane lifts.

The floor saw will be lifted onto the scaffold using the crane and adequate slings.

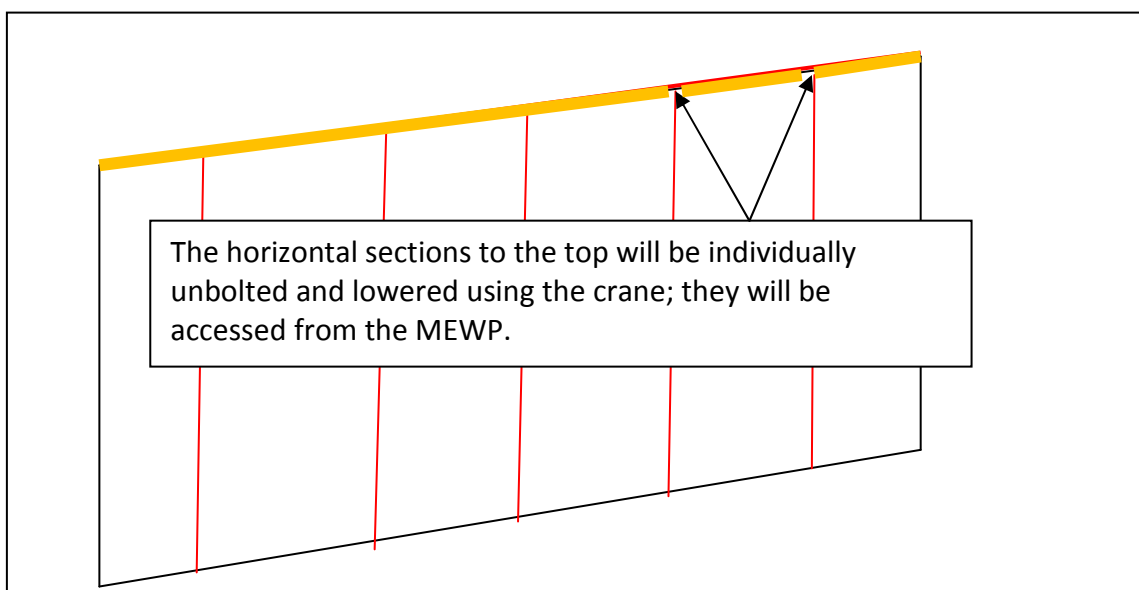
The floor saw will cut along the full length of the concrete to be removed. This will remain supported by the steels running back to the block work at right angles from the steel uprights.

The cuts will then be set out into sections 500mm long by the depth of the section to be removed. Each section will be drilled and an anchor fixed to enable the crane to carefully lift down each section. The crane will take the weight of each section prior to cutting and lift down the concrete. Breakers will be used where necessary.

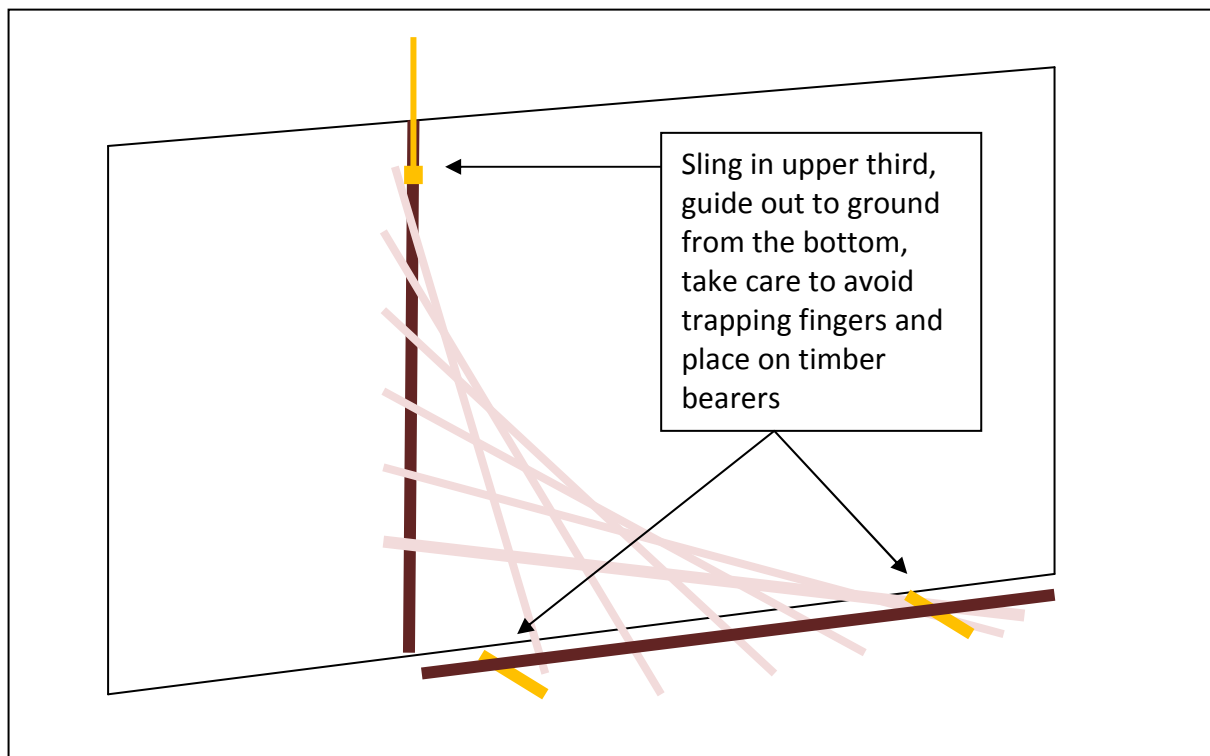
Operatives of vibratory breakers will only use the equipment for specified safe working times. Kevin Hefferon to establish safe user times when hiring equipment. The lowest practicable noise and vibration levels will be selected. Operatives will be rotated to reduce exposure and provided will any information necessary to allow safe operation, including safe usage times.

Once the slab has been broken up and the support deck cleared of debris the scaffold will be removed by Styles & Wood. Any edge protection required around the top of the former stair access will be the responsibility of Styles & Wood.

The final part of the works will require the crane to sling and hold the steel sections for removal to ground level to be cut to manageable sections.



Once the horizontal sections have been removed the verticals will remain. These will be slung in the upper third section unbolted at ground level first then unbolted at high level from within the MEWP and guided to the ground level where they will be cut to manageable sections for removal in pallets. All palletised items will be adequately secured.



Work areas will remain adequately cordoned at all times, including at the end shifts.

Demolition works will be left in as safe a condition as reasonably practicable at the end of each shift.

Tile and cladding removal when possible will generally commence from the top working down to reduce the possibility of tiles falling free.

No persons will be allowed access below any work at height operations.

Debris will be disposed of by use of several tipper skips transported on pump trucks to the service area where they will be tipped into the skip by Styles & Wood forklift operatives. A clear access route free from obstructions will be made available for transportation to aid manual handling efforts.

Contractors will only lift within their capabilities and have received manual handling training. Joint lifts will not exceed 2/3rds of the individual's capabilities, guidance weight 25kg max at waist height, 10kg ground level near feet.

All items of plant and equipment will be subject to pre-user inspections and a record of inspections will be made onto a register at least weekly.

Defective plant and equipment will be taken out of service. No combustion engine plant will be operated internal of the premises due to confines.

The LPG cylinders for burning will be transported upon purpose made trolleys and secured to prevent toppling. Flash back arrestors will be fitted and the valves turned off after use.

Additional localised extraction of fumes from the work area will be required. The level of fumes will be closely monitored thereafter as the works progress both by Styles & Wood management and Kevin Hefferon.

No persons will work against unprotected edges at any time. Access to leading edges will be cordoned with physical barriers.

Equipment will be fit for purpose, used as intended and properly maintained in accordance with the Provision and Use of Work Equipment Regulation 1998 and when applicable the Lifting Operations and Lifting equipment regulations 1998. Operatives will be adequately trained to use tools and equipment in their possession.

The crane and lifting accessories will be provided with current certificates of thorough examinations these will be checked by Kevin Hefferon prior to works and passed onto Styles & Wood along with the lifting plan and operator competencies.

When breaking the upper slab the area will be dampened periodically to help control dust.

Monitoring & Compliance:

All persons involved shall receive a site induction on arrival to site prior to commencing and sign a register thereafter to this effect.

All persons will sign in and out each time they attend and leave site in accordance with the Styles & Wood requirements.

All person involved shall be briefed and understand the contents of this method statement and associated risk assessments prior to commencement and sign the register below.

Any specific additional information shall be given in the form of a toolbox talk.

All accidents and near misses will be reported.

Register of Briefing

I confirm by signing below that I have been briefed, fully understand and shall comply with the contents of this method statement (issue No 004a) and associated risk and COSHH assessments.

Name:	Signature:	Date:

A1 Demolition/Risk Assessment Description: Removal of tiles and staircase

Issue Date: 01/06/11

Assessor: **K. Smith**

H = High M = Medium L = Low F = Frequency S = Severity

Activity /Description/Hazard	Who Can Be Harmed and How?	Pre Control Rating		Control Measures Required
		F	S	
Manual handling	Contractors, back pain Muscular skeletal disorders.	H	M	Employees trained in manual handling. Break sections as small as possible. Provided tipper skips and pump truck to transport loads. Keep access routes clear of obstructions. Provide chute into skip to reduce handling at height.
Manual handling	Contractor may receive cuts, bruising broken bones, trapping fingers, dropping objects on toes etc.	M	H	Wear Gloves, hard hat, foot protection with steel toe caps and midsole protection. Cut protruding steel reinforcing with bolt croppers. Long sleeves and trousers at all times.
Slips, trips and fall	Anyone on site.	H	M	Access routes to be kept clear of materials. Keep work areas tidy.
Dust	Employee's respiratory illness.	M	H	Dampen work area when breaking. FFP3 masks to be worn.
Live services and electrical equipment	Anyone on site, fire, explosion, electrocution.	H	H	Terminate or isolate services whenever possible, M. Jervis to cheque with Styles & Wood prior to commencing. Services that must remain live to be clearly marked. Isolate power at source before handling sockets. Keep sockets away from water. PAT test electrical equipment. Inspect equipment before use.

Being struck by scissor, fork lifts, crane or falling objects	Contractors, serious injury.	L	H	Establish designated work areas; if necessary implement physical exclusion zones. Provide information to all on site. High visibility tops to be worn when exposed to risks along with safety footwear and hard hats. Keep clear of lifting operations.
Burning resulting in fire, explosion.	All on site	H	H	Work under Styles & wood hot work permit system. Provide fire blankets and suitable fire extinguisher. Frequently check work area. Stop works at least 30 minutes prior to end of shift. Use flashback arrestors, turn valves off after use, check equipment and hoses before use. Secure bottles to prevent topping and transport on purpose made trolleys.
Burning operations resulting in respiratory illness, eye injuries and burns.	Operative Others	H M	H M	Provide localised extraction system and additional respiratory protection designed for welding / burning operations to minimum FFP2 standard. Wear box goggles with a housing made to BS EN 175, and filters made to BS EN 171 or approved face shield. Gauntlet gloves, spats and leather protective footwear will be worn. Keep others away.
Misuse of equipment	Contactors	M	H	All persons will be trained and competent to use the equipment in their possession. Avoid makeshift tools and improvisation.
Vibration	Contractors	M	M	Mark Jervis to provide operative with safe usage times. Select tools with lowest vibration levels. Rotate employees if necessary, and give other none vibratory tasks once exposure levels reached. Wear gloves, keep hands warm/dry. Check hands periodically.
Noise	Anyone in area	H	M	Ear protection to be worn during grinding, burning and breaking operations. Ear protection to be provided when noise levels exceed 80dB(A), wearing will become mandatory when noise levels reach 85dB(A). Select tools with lowest noise levels.

Work at Height	Operatives and those below, risk of falls of person and materials.	H	H	Eliminate or reduce work at height as much as possible i.e. burn at ground level etc. MEWP and crane operative to be trained and hold current certification. No work on unprotected edges. Implement exclusion zones around works. No standing on guardrails or altering scaffolds. Styles & wood to provide and maintain scaffold in accordance with the Work at Height Regulations 2005.
Collapse/failure of lifting equipment, scaffold, steelwork or suspended slab.	Operatives and others	M	H	Ensure certificates of thorough examinations are current. Don't overload equipment and scaffold. Lifting plan to be produced for crane. Crane operative to avoid contact with overhead restrictions (lift plan). Protect slings from hot works i.e. fire blanket, check slings before use along with lifting equipment. Sling in centre of treads away from splatter. Implement Exclusion zones. Dismantle in sequence, don't cut unsupported steel. Styles & Wood to provide support deck below suspended slab that is to be removed.

With above controls in place the risks are deemed to be as low as reasonably practicable, any deviation from risk assessment could render it ineffective.