



## **METHOD STATEMENT**

For Erection, Dismantle of, Independent, Putlog, Free Standing, Birdcages, and Mobile Towers

date :

main contractor : contractor.customername

site : site.sitename

**D A B Scaffolding Ltd management :**

contract manager	-	To Be Advised
overall responsibility for site safety	-	Mr Darren Broomhall
site supervisor	-	To Be Advised

**D A B Scaffolding Ltd operatives :**

All operatives are registered with the CITB  
(Construction Industry Training Board) CISRS  
(Construction Industry Scaffolders Record Scheme)

• **Name of Personnel Completing Form :**

**SCOPE OF WORKS,ERECTION/DISMANTLE OF A TIED SCAFFOLDING :**

- JOBSPECIFICATION.PURPOSE

**SPECIFICATION AND DESCRIPTION**

- JOBSPECIFICATION.TYPE
- JOBSPECIFICATION.DESCRPTION

**EQUIPMENT TO BE USED IN WORK ACTIVITY (ALSO SPECIFY ANY OTHER EQUIPMENT NEEDED AS LISTED BELOW AND DELETE AS NECESSARY)**

- |  |        |
|--|--------|
| • TUBE,FITTINGS AND BOARDS                                   | YES/NO |
| • SYSTEM SCAFFOLD  | YES/NO |
| • ALLOY TOWERS   | YES/NO |
| • PREFABRICATED BEAMS TO FORM BRIDGING SUPPORT               | YES/NO |
| • STAGINGS   | YES/NO |
| • MECHANICAL HOIST   | YES/NO |
| • CORDLESS MASONRY DRILL TO FORM HOLES FOR TIE/ANCHOR POINTS | YES/NO |
| • PETROL STIHL SAW FOR CUTTING TUBES                         | YES/NO |

**PERMIT TO WORK/INDUCTIONS/CONTROL MEASURES REQUIRED:**

- PERMIT TO WORK NEEDED YES/NO
- INDUCTION TO SITE PRIOR TO WORKS COMMENCEMENT BY MAIN CONTRACTOR,SITE AGENT ETC YES/NO
- CONTROL MEASURE OF THE WORKS SITE/AREA OF WORKS YES/NO

ALL THE ABOVE MEASURE TO BE DETERMINED BY THE NATURE OF THE JOB AND LOCATION,TO BE ADVISED BY MAIN CONTRACTOR PRIOR TO OUR ARRIVAL(PLEASE ADVISE).

- INHOUSE TOOL BOX TALK/JOB SHEET/LOADING LIST GIVEN PRIOR TO LEAVING YARD YES/NO

## Work Method / Procedure

(Describe The Sequence Of Events And Identify Any Protective Or Preventative Measures Required )

### Prior To Work Starting:

- The main contractor/site agent with the scaffolders chargehand will go to the job location and inspect the area for hazards that may cause problems .If any are located then they must try to remove or reduce them if unable to then he must report to his Manager and withdraw from the area.
- Give visual inspection of the equipment to be used
- Discuss the job with his men
- All the above items to be installed and adhered to.

### ERECTING / DISMANTLING PROCEDURE:

1. **THE CHARGE HAND WILL INSTRUCT HIS MEN TO SET UP A TEMPORARY WORK AREA BY USING SIGNS AND IF THEY ARE NEEDED PHYSICAL BARRIERS AND TALK TO OTHERS IN THE AREA.**
2. On the arrival of the transport the charge hand informs the driver where to unload the materials making sure to stack them in a safe & tidy manner
3. The charge hand will give his men a talk on the job in question and they will sign to say that they have received and understood the talk about how they are going to proceed.
4. The charge hand asks 1 of his men to place a mixture of fittings along the scaffold line. Then with his other man he fetches 2 tubes of the same length and places them down on the floor ( called ledgers )
5. The 1<sup>st</sup> man places base plates at each end of the ledgers ready to carry the uprights
6. The charge hand along with the 2<sup>nd</sup> man places a transom across the ledgers at both ends ready to fix together but before that the charge hand will measure both ends for the correct width of boarding then securing them with double couplers thus forming a matt on the floor
7. On completion of the matt the charge hand asks that the uprights be fixed in position. This is accomplished by the 2<sup>nd</sup> man standing the upright on the base plate then securing them using double couplers (this is done to the other corners)
8. On completion of the corner standards the charge hand instructs his men to fix intermediate standards along with transoms so as to form the base?
9. When the base lift is complete the charge hand will mark off the next lift on the uprights telling 1 of his men to follow up fixing doubles to them and fixing swivels in place for the braces. When all the fittings are fixed the charge hand along with the 2<sup>nd</sup> man places the ledgers into the doubles and braces in the swivels making sure to level and adjust as the fittings are locked up then placing the transoms across the ledgers and fixing with either double couplers (for non boarded lifts or singles for boarded lifts)
10. The boarding out of the 1<sup>st</sup> lift can now take place this can be done from the ground floor but if the need to it can be done from the lift by operating the fall arrest procedures No.1 and adopting the following
11. Use of ladders to access the next lift
12. No external climbing
13. Harness culture clipping on when required
14. All lifts to be fully boarded and allowing the lift to be guard railed toe-boarded ladder access / prefabricated gate
15. All extra non working lifts to follow the above procedure
16. All extra ladder platforms to be erected as per working lifts
17. Where possible, scaffold shall contain through ties into the property, where this is not possible due to security or internal safety issues, scaffold shall contain masonry anchors to the external masonry in accordance with current manufacturers recommendations, all entry holes made to the for masonry anchors shall be sealed with the Relevant coloured sealant on scaffold dismantles.
18. Dismantling operation is the reverse of this procedure
19. All work to comply with BSEN1281-1 & NASCTG20 or System Scaffolding Manufacturers Instructions.

ADDITIONAL WORKS METHOD/PROCEDURE THAT MAY BE REQUIRED

- Where necessary, e.g. towns, pedestrian area's, ect. Scaffold is to be erected or dismantled on Sundays or where possible, after close of business.
- Relevant procedures will be carried out, of which, will be set out by the Local Highways Authorities to minimise any dangers posing a threat to the general public, i.e. footpath closure, men working signs, and where necessary, site fencing/road cones.
- Black and yellow tic tape will be applied to all uprights to a height of 2 mtrs and bright yellow Tredda Pads will be seated under all uprights.
- Flashing yellow lights are to be fixed at a height of 3 meters and are to be operative 1 hour before darkness
- If public access is required through or under scaffold, the first lift shall be boarded debris netting and scaffold fans shall be fitted.
- Lifts to gable ends/pikes shall be accessed from the main lift below and are to be fully hand railed and toe boarded, access ladder shall be secured to one end.
- Internal scaffolds for partition walls, stairwells or chimneys, if to be erected from timber joists or block beams, must be supported by acrows, screwjacks or tube and clip scaffold prior to scaffold erection.
- Whereas scaffold are to be erected on roofs, it is to be the clients responsibility to provide a valid roof survey to asses whether the roof structure shall be structurally sound enough to support the weight of the scaffold.
- Ladders are to be fixed by means of ladder clamps at one per plot as work progresses, plus additional to gable ends/pikes at ladder access point. Ladder gaps shall be as small as reasonably practicable. Lifts higher than sixteen feet shall be accessed by means of internal ladders fixed accordingly and protruding one metre above the working lift.
- Each lift must be fully clear of waste materials before erection or dismantle can commence.
- All handling of scaffold materials by ourselves during erection or dismantle shall be by means of manually passing materials lift by lift, gin wheel and rope, wheel barrow, buckets, electric hoists, ladders or special plant.
- Scaffold shall be inspected on erection and a handover certificate shall be issued before any work/loading commences.
- Weekly inspections of the scaffold shall be carried out by the user and written records of inspection shall be documented on the scafftag.
- All personal protective equipment is supplied by D.A.B and used by our employees and subcontractors at all times.
- Any extra equipment e.g. site fencing, hoarding, hoist equipment can be supplied if required.

I confirm that I have been instructed on the method of work, the hazards and risks involved and the necessary control measures.					
<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Name</b>	<b>POSITION</b>	<b>Signature</b>
I also confirm that if the work situation changes or other hazards / risks occur I will bring it to the attention of my immediate supervisor.					
<b>DAB Scaffolding ltd Design Drawing Ref. No</b>			<b>N/A.</b>		
<b>Client Or Other Design Drawing Ref. No</b>			<b>N/A.</b>		
<b>Completion</b>					
<p><b>Erection Phase.</b> Job made safe. All spare equipment removed. Final housekeeping check done. Handover inspection / Scafftag completed. Client informed</p> <p><b>Dismantling Phase.</b> Job inspected for hazards. All trade debris removed. All equipment removed from site. Final housekeeping check done. Client informed</p>					
Review Period	Review / inspection period to be executed in line with requirements of statutory inspections: Yes / No  If 'no' state specific site requirements				