

G.A Godley Plant Hire & Groundworks



Method Statement

Project: Green Moor Cricket Club Ground Levelling

Ref: GMCC/GG/2020

Start date: TBC

Name of supervisor carrying out the work: Greg Godley

1.0 PURPOSE

This method statement describes the work to be carried out with regards to the releveling of the cricket ground at Green Moor Cricket Club (GMCC).

This document shall also act as a guide to construction personnel on how to carry out the work safely and in accordance with statutory and environmental requirements.

2.0 SCOPE

The scope of work shall comprise digging off existing ground surface, building up new and replacing top, to allow for alterations to the pitch of the existing grounds at GMCC.

3.0 RESPONSIBILITIES

The Supervisor is responsible for the approval, distribution and implementation of this method statement.

He shall also be responsible for ensuring that all machinery and resources supplied are available for the safe and timely execution of the works.

All persons entering the working area are responsible for their own safety and that of others. They will be appropriately trained, competent and experienced to undertake their duties in a safe manner. Where job specific qualifications and competence is required records will be verified and maintained. All persons will be formally briefed and will be instructed to cease work at any time during the erection should conditions be deemed hazardous.

All personnel are responsible for relating any safety matter directly to Greg Godley.

4.0 DESCRIPTION OF THE WORK

The work involves the releveling of ground to the bottom side of the existing cricket ground.

The digging out will be completed by a suitably trained operative and operated only in accordance with the manufacturers/sub-contractor's operating instructions.

The location of the work is at levels set by the customer and consideration must be made with regard to the movement and passage of visitors/pedestrians.

The works will be carried out in a safe and carefully planned manner, taking care to ensure that workers and members of the public cannot be injured by the working machines, moving or falling debris or affected by high levels of dust, noise or any other site contamination during the works.

The works will be under taken in one phase and this work is planned when the cricket club will be closed to the public.

Before the work starts the site will be surveyed for hazardous material and, where necessary, for hazardous structural and/or geological condition(s), these findings, if any, will be reported to the contractor.

The method of work will take into consideration the fact that the club will be closed, however there is a

public footpath at the far end of the field. Due consideration will be made to ensure that all services, in particular electricity and overhead cables are identified before any work commences.

The works will involve three vehicles, a digger, dumper and tracked excavator.

All labour employed on the works will comply with the requirements of the Health and Safety at Work Act 1974 and all other relevant Regulations and Legislation.

All works will be carried out by skilled, experienced and competent groundsmen and will be directly controlled by the Supervisor who will ensure that safe systems of working are adopted at all times.

WORKS INDUCTION REGISTER

NOTE! All persons carrying out the grounds work must sign this register before the work commences to confirm they are aware of the site rules and have read and understood the method statement and risk assessment and agree to abide by the contents

Date	Name	Signature

5.0 OCCUPATIONAL HEALTH ASSESSMENTS

RISK ASSESSMENTS for the work are included in the Appendix to this document

COSHH ASSESSMENTS for the work are included in the Company Health & Safety Manual

NOISE ASSESSMENTS – No specific activities have been identified that exceed the current acceptable noise levels and where necessary the Company Health & Safety Manual will be consulted

MANUAL HANDLING – consult the Company Health & Safety Manual

6.0 ENVIRONMENTAL CONTROLS

Every effort will be made to keep noise, dust and waste levels to a minimum during work.

7.0 PERSONAL PROTECTIVE EQUIPMENT

ALL OPERATIVES, PERSONS AND SUBCONTRACTORS MUST WEAR SAFETY HELMETS, HIGH VIS VESTS/JACKETS AND PROTECTIVE FOOTWEAR AT ALL TIMES ON THE JOB SITE.

Gloves, eye protection, ear defenders, dust masks and protective clothing will be provided and used where the risk assessment calls for their use.

8.0 FIRST AID

All operatives will be made aware of the First Aid provisions on site.

The first aid box will be stored in the wagon.

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SITE RULES FOR ALL SITES

1. Working hours 8:00am – 5:00pm Monday – Friday
 8:00am – 4:00pm Saturday
2. HARD HATS must be worn at all times
3. SAFETY FOOTWEAR must be worn at all times
1. Personal Protective Equipment (PPE) to be used as required – IF IN DOUBT ASK THE SUPERVISOR
4. All operatives to be inducted and sign the register/clock in before commencing
5. ONLY 110v power tools and lighting is permitted on the site
6. Any person found to be under the influence of DRUGS or ALCOHOL will not be permitted on the job site and will be subject to a disciplinary procedure
7. All waste materials to be collected and transported to designated areas/skips and all site areas to be clean and tidy at the end of works
8. Consider the public and residents at all times – BE CO-OPERATIVE AND COURTEOUS
9. In the event of an accident INFORM THE COMPANY OFFICE AND SUPERVISOR IMMEDIATELY