

METHOD STATEMENT

WORK AROUND UNDERGROUND SERVICES



Client	Great Places Housing Group	Date revised: May 2022
Contract	Chain Road	Review date: May 2023
Location	Blackley, Manchester	Originator:
Job No.		R G Wilbrey (Consultants) Ltd

Work Comprises	Work around underground services
Supervision	All works will be controlled by a competent supervisor Lee Corner 07503380714
Site Personnel	All operatives are experienced and have undergone health and safety trade training. All operatives are CSCS card holders and have training in the use of cable detection equipment
Working Hours	Working hours start date and completion are dictated by the client.
Welfare Facilities	Welfare facilities will be made available on site by S&I Groundworks in the form of an 6 man welfare van. Operatives will leave these in a clean and tidy condition
Segregation	The properties being worked upon will remain occupied for the duration of the works. All works will be segregated from the public, occupants and other contractors by means of 2m high heras fence and adequate signage. Walkways will be installed around the work area for pedestrians. Excavations will be fully boarded and enclosed at the end of each working day. S & I Groundworks will liaise closely with the occupants throughout the works.
Plant & Equipment	All equipment used by this company is suitable for the purpose for which it is being used, is well maintained and is inspected and tested as necessary. Equipment will include; table detectors and hand tools.
Safety Induction	All operatives brought onto the site by will be instructed in the contents of this method statement and the supporting risk assessments. They will also be instructed to report to the site manager on their first day on site for a site specific induction.
PPE	Hi-viz – BS EN 20471, safety helmet – BS EN 397, safety shoes - BS EN 20345, gloves – BS EN 388, glasses – BS EN 166, Face Fitted tested to FFP3 Dust Mask – BS EN 149, Ear Defenders – BS EN 352 any other personal protective equipment in accordance with site rules.
Permit to work	Permits to work are issued by the Principal Contractor
Emergency Procedures	All personnel will be made aware of the Emergency Procedures for this project during induction. This will include the location of the first aid station and the contact details of first aiders and fire wardens.
WORK SYSTEM	
1	Complete the 'Permit to Dig' (if applicable) before digging - treat all services as 'live' unless proved otherwise. When working in the vicinity of gas transmission pipelines operating at 7 bar or above, special precautions as laid down by the owner are required. Detailed procedures will be requested.
2	Procedure to be followed in accordance with GS.47 "Work in the vicinity of underground services".
3	The supervisor will have a service plan and be able to understand it.
4	Personnel will be inducted/briefed on the digging practice and emergency procedures. Proper supervision will be provided at all times.

5	The supervisor and personnel will look for signs of services e.g. manholes, valve covers, streetlights etc.
6	Service plans will be used only as a guide, a 'sweep' of the area, first up and down then side to side using a cable avoidance detector/locator. This will be carried out by a person with sufficient training and knowledge of the techniques/equipment being used.
7	Once the approximate location of a service has been identified using all available information, its position will be marked on the surface of the ground with suitable indicators.
8	Trial holes will be dug by hand using spades/shovels, carefully breaking through the surface, if paved, with power tools ensuring that over penetration is avoided. Note: Services can be laid at shallow depths in the vicinity of buildings and alteration to level can be unspecified
9	Generally, mechanical excavation and power tools will not be used within 0.5m of the indicated line of service.
10	During the excavation process if rocks, stones, boulders etc. are encountered these are to be carefully levered out.
11	If a service is embedded in concrete or paving material, de energisation will be requested, first via the 'owner'.
12	Closed, capped, sealed, loose or pot ended services, will be assumed as live or charged, until proved otherwise
13	When a service is exposed in a trench or excavation, this will be supported and protected using slings, props and timber to prevent damage
14	Where diversion of a service or engineered support is required, then prior to making the area secure, expert advice from the service owner will be sought.
15	Personnel working in the vicinity of the services will not use them for anchorage or footholds or climbing aids. No smoking will be allowed.
16	Backfilling will be with sand, hoggin or selected backfill and not with surplus concrete, hardcore rock, rubble, flint etc.
17	Where excavations around gas pipes are being backfilled the type and method will be on the advice of the service owner, for the region bearing in mind compaction and the effect this may have on the 'service'.

Risk Assessments RGW02/002revD Excavations Or Other Ground Penetrating Work By Underground Services

The instructions in this method statement must be brought to the attention of all operatives involved in the above operation

CONFIRMATION THAT THIS METHOD STATEMENT IS UNDERSTOOD AND THE CONTROL MEASURES WILL BE FOLLOWED:

Note: If you do not understand any part of this Method Statement speak to your Manager/Supervisor

Person conducting induction: Name: Craig Dagen Position: Foreman

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