

**HEALTH AND SAFETY  
METHOD STATEMENT**

Issue: 1 Date: 16/02/14

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<b>Subject</b>	<b>Painting and Decorating</b>	<b>MS No:</b>	MS001
<b>Date</b>	<b>16/02/14</b>	<b>Version</b>	V1.6

<b>Method of Work</b>	<p><b><u>Whilst undertaking our works</u></b></p> <ul style="list-style-type: none"> <li>• The operatives will book in as normal.</li> <li>• Operatives will ensure that they have read and signed this method statement prior to commencing the work.</li> <li>• Operatives will firstly carry out a basic self-assessment of the activity and surrounding areas.</li> <li>• The operatives will check for existing live services and general layout of the work zone.</li> <li>• Any concerns will then be noted and reported to the client who will investigate these before work can continue</li> <li>• Then, in liaison with the Client, will obtain confirmation that all the issues have been addressed, and works can commence</li> <li>• Load out materials in accordance with our own manual handling procedures in each of the areas, ensuring that thought is given to location of materials to avoid repeated handling.</li> <li>• Ensure that the works we complete will be undertaken in a safe and diligent manner.</li> <li>• All works will be completed off Class A Grade Steps ensuring 3 points of contact are maintained at all times, or if practical an Aluminium tower will be used, erected by competent personnel.</li> </ul>
<b>Access</b>	<p>The protection of third parties will be considered before the commencement of all tasks. Access and egress will be kept clear at all times and the waste truck area will have suitable signage and barriers erected to ensure their protection in accordance with the Health and Safety at Work etc. Act 1974. Those persons on whom the undertakings of Rainbow Painting Contractors may impinge will be provided with adequate warning of dangers that may be present and informed of actions that should be taken to minimise the risk. Signage will be placed to highlight the parameters of the work area and should an emergency occur this will be communicated to other tenants of the structure and emergency procedures will be coordinated with all other parties within the building.</p>
<b>Personal Protective Equipment</b>	<p>Personal Protective Equipment will be worn should it be deemed appropriate for these works.</p>
<b>Training</b>	<p>All personnel working for Rainbow Painting Contractors are familiar with the system of work to be used and use of tools and equipment required and has undertaken a history of tasks similar in all respects to the task being undertaken. The Supervisor of Rainbow Painting Contractors will however highlight to operatives arriving on site additional hazards that may be present in their immediate environment.</p>
<b>Equipment/Portable Tools</b>	<ul style="list-style-type: none"> <li>• Hand tools</li> </ul>
<b>Emergency Procedures</b>	<p>Existing emergency procedures will be detailed to the operatives in the site induction. In the event of an accident occurring on site this must be reported to the Site Manager.</p>
<b>Welfare</b>	<p>There are existing welfare facilities in the building provided by the Client, which will be made aware at the induction stage.</p>

<b>Housekeeping</b>	<p>Rainbow Painting Contractors will produce quantities of waste &amp; debris during their works on site and, as stated below, it will be removed during the course of the works by the relevant tradesmen before it presents a Health and Safety hazard, and in order that trip hazards are reduced within in the immediate working environment.</p> <p>Debris shall be collected into manageable amounts and will be removed by hand, by a number of operatives, this will ensure that the task is completed quickly so alleviating the risk of work related upper limb disorders. We do not envisage any special wastes being generated from our works, however if this changes all necessary documentation will be issued in advance.</p> <p>All access ways &amp; fire escape routes will be maintained at all times.</p> <p>Once the removal and dismantling work is completed all waste, tools, and equipment, will be cleared and the area and the work site will be left swept clean and tidied.</p> <p>Suitable and Sufficient clothing must be worn at all times (no bare legs or arms)</p>
<b>Toolbox Talks</b>	These will be undertaken on a weekly basis

Circulation List	
<b>Client:</b>	
<b>Rainbow Painting Contractors Manager</b>	Alan Ocock
<b>Site Representative</b>	
<b>Notes:</b>	<p><b>Under no circumstances should this Method Statement be deviated from. In the event that something does not work in relation to this method statement, works should cease until the method statement can be revised.</b></p>

This Method statement has been seen, read and understood by			
Name	Sign	Trade	Date