

METHOD STATEMENT

PROJECT	27a Hampstead High St
PRINCIPAL CONTRACTOR	Mairead Bergin
CARRYING OUT WORK:	Top Wood Joinery Ltd
METHOD STATEMENT No:	0472
REVISION:	001
TITLE:	27a Hampstead High Street – Windows
DATE:	29/10/15
DISTRIBUTION:	Copy 1 Mairead Bergin Client Copy 2 Kishor Vikaria Studio V Architect Copy 3 Mark James TWJ

LOCATION OF WORK	27a Hampstead High Street – Front elevation – Windows
START DATE:	29th Oct 2015 DURATION: 2-4 weeks from approval
SEQUENCE OF WORK	Issue proposed drawings After approval proceed with manufacturing 2-4 weeks Installation appx 2 days
NAME OF SUPERVISOR	Mark James
PLANT & EQUIPMENT TO BE USED	Hand tools and battery tools only, 110v hammer drill if required
MATERIALS TO BE USED:	Windows – Sapelee Mahogany, Omnia microporous paint, 6.5 mm laminated glass Sapelee mouldings and slim line units Mp60 glazing paste / mastic / expanding foam

METHOD STATEMENT

Replacement window to SECOND floor.

Description of the existing window.

The existing window is of typical Victorian origin and is single glazed. It is of the vertical sliding sash type and is assembled in three parts. The assembly is positioned behind existing Victorian stone column external façade.

There are two narrow outer windows with a wider centre window between. Each sash is of one pane, and the two outer pairs of sashes are fixed, and the center sashes are balanced on ropes and iron weights.

The window mouldings are typical of the period and the sashes are of the 'ovolo' type moulding.

The condition of the window is poor and is suffering considerable decay.

Objective.

To manufacture and supply and install a complete replacement window with moving sashes as the original.

All details of the new window are to be exactly as the existing.

Method.

Preparation

Protective netting is to be applied externally and held on plastic ties and tape.

Prepared timber is to be set around the existing stone external columns to provide full protection for them during the work.

The new window is to be brought into the room and measured for suitability before the removal of the existing window.

The interior floors to be protected with cotton sheet.

Work process.

All internal staff beads are to be removed and discarded, and all sashes are to be removed taking care not to allow the weights to 'free fall' inside the boxes.

The mouse pockets are to be opened and the weights removed and set aside for re-use.

The boxes are then to be dismantled item by item. First the inner faces then wags tails then main frame and finally the outer faces, and the cills. All timbers are to be cut through during this process so as to prevent any stress being applied to the exterior stone work.

The window recess is then to be completely swept and cleaned ready for the new window.

All debris to be removed from site.

The new window is then lifted into position behind the protected stone columns and retained in place with glued folding wedges. The window is then to be back filled with mortar and dpc.

Original architraves are to be refitted to the new window.

The sashes can now be released from the transportation packing and checked for full operation and the weights can be connected and the sash fasteners fitted.

Full detail of the window is on the drawing of the 15th. June 2015.