

Part 2 – Task HS&E Method Statement

5 - Is a method statement required for the task?	Yes	No
		x

6 - Supervision	
Name of Supervisor	Competencies
None	
Responsibilities to strictly manage the task	

7 - Competent labour resource				
Name	< 18 Y / N	Trade	Competencies	Restrictions and pre-existing ill-health / disabilities

8 - Plant & equipment and material resource	
Plant & equipment	Materials (including hazardous materials)
Lump hammers	Grout & adhesive (cement based)
Tungsten chisels	

9 - Logical sequence of the task (from delivery to disposal of waste)		
Time allowed for planning	Task start date	Est. task completion date
7 days onsite + offsite work	TBC	TBC
Sequence		
1	Report to reception	11
2	Make sure labour force are site briefed	12
3	Make sure area to be accessed is safe	13
4	Protect surrounding heritage	14
5	Remove tiles from floor were applicable.	15
6	Individually protect for transportation.	16
7	Return to site with prepared material	17
8	Install, grout and clean	18
9	Site to be left free of waste	19
10		20

10 - Are any permits required? (highlight or circle)				
Ladder / Stepladder Permit	Hot Work Permit	Permit to Dig	Permit to Load / Use and Unload / Dismantle	Permit to Enter a Confined Space
Request for Isolation of Services	Permit to Work on Live Electrical Systems	Pressure Test Permit	Permit to Access	Other

11 - Attachments (drawings / sketches / special risk assessments e.g. COSHH)		
1		4
2		5
3		6

12 - Emergency procedures relevant to the task	
Foreseeable emergency	Escape / rescue / mitigation procedures
Fire	Follow site fire emergency procedure outlined in site induction.
First aid	

13 - Review of the Combined Task Risk Assessment & Method Statement							
▪ review at least monthly to ensure continual improvement							
Date of review:							
Reviewed by:							
Revision No:							

DO NOT DEVIATE FROM THE CONTENTS AND REQUIREMENTS OF THIS COMBINED TASK RISK ASSESSMENT AND METHODS STATEMENT. INFORM YOUR SUPERVISOR OF ANY PROBLEMS