

















Method Statement

Ref No.449

Description of the Task/Activity:	Replacement Rooflight Works (Including General Builders Works)		
Project Name:	31 West 56 th Street Property Inc.	Project Ref:	7102
Site Address/ Location:	10 Bedford Square, Bloomsbury, London WC1B 3RA	Start Date/Time:	TBC
		Finish Date/Time:	TBC
Personnel involved:	Name	Role/Trade	
	Jason Fallon	Director	
	Tony Laver	Contracts Manager	
	Brian Laver	Supervisor (Carpenter & Joiner)	
	Peter Burnett	Supervisor (Ground Worker & Handyman)	
	Rob Staines	Carpenter & Joiner	
	Dinesh Patel	Plasterer & Decorator	
	Gerry Day	Plasterer & Decorator	
	TBC	Sika Approved Roofer	
	TBC	Sika Approved Roofer	
	TBC	Patent Glazing Approved Installer	
	TBC	Patent Glazing Approved Installer	
Works Supervisor:	Tony Laver	Role:	Manager
		Tel:	07940 257 504
Key Plant and Tools Required:	Hand Tools, Power (Hand) Tools, Scaffolding, Temporary Roof Cover, Safety Platform, Props, Medium Breakers, Water Pumps, Skips, Hoovers, Transformers, Power Leads and Lights Etc.		
Key Materials Required:	Timber Sections, Sheet Material (Plywood), Render, Bell Beads, Ironmongery, Sika Waterproofing Cover, Lead Flashings, Electrical and Mechanical Fixtures and Fittings, External Paint, plus New Octagonal Skylight (as per specialist glazing company - Patent).		
Other Essential Equipment:	Mobile Access Scaffold, Podiums, Steps.		
Specific Identified Residual Hazards: (or refer to the task specific risk assessment(s))	Site Set Up, Tower Scaffolds / Podiums, Power Tools, Hand Tools, Painting & Decoration, Carpentry & Joinery, Storage of Materials, Site Access & Egress, Slips, Trips & Falls, Working at Height, Exposure to Dust, Noise & Sun, Electrical Installations, Mechanical Installations, Fire Safety, Propping/Falsework, Roof Coverings, Flooring, Rendering/Plastering, Etc.		

Specific Staff Training Requirements:	Power Hand Tools, Access Scaffold Towers, Lifting Equipment, Working at Height, and Manual Handling.
Sequence of Operations: (Specifying methods of working, tools, materials, and equipment utilised)	<ol style="list-style-type: none"> 1. Site setup (including protection works) 2. Install a temporary external material only scaffold for the use of transporting materials up to the main roof area, and debris down to street level. 3. Install a temporary safety platform below the existing light well area, additional back propping, including protection bearers within the main central grand staircase area. 4. Carry out the required soft strip works within the third-floor light well area, including the careful removal of the existing skylight, the existing asphalt roof covering and the plywood decking below. Whilst carefully retaining the existing skylight timber curb, plus the internal plaster and mouldings within. 5. Install new 18mm WBP plywood decking on new 40mm furring sections, with new rock wool insulation quilt below. 6. Install new Sika (approved) roof covering/waterproofing. 7. Install new perimeter bell beads, with new lead flashing below. 8. Install new lead flashing to the existing skylight timber curb detail. 9. Installed new Patent heritage glazing octagon rooflight within, including new aluminium cill rail, trims and accessories as detailed within drawing 10201/01 (revision. A). 10. Snagging works to the Client's and designer's specification. 11. Carefully remove all the temporary roof coverings, scaffolding and safety platforms from within. 12. Clean & Clear Site.
Temporary Supports and Props needed to facilitate the works:	TBC.
Method of Access and Egress to the work area:	Allocated contractor routes, stairs and corridors as indicated by the client.
Fall Protection Measures: (Where work at height cannot be eliminated - consider both Personnel & Materials)	Double Guard Rails & Toe-boards as Required.
Hazardous	(ie: Lubricants/Solvents/Flammable Materials/Refrigerants/Welding Gases etc)

Substances: (Attach COSHH Assessments and MSDS)							
	Very Toxic	Harmful/Irritant	Corrosive	Dangerous for the environment	Oxidising	Highly flammable	Explosive
Applicable:	No	Yes	Yes	No	No	Yes	No
SWL's:	As Per Manufactures Recommendations.						
Required Personnel Protective Equip.:							Other: 1. 2. 3.
	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Respiratory Protection	Eye Protection	
Emergency Procedures:	Notify the site manager / supervisor immediately, if required call the emergency services, inform building manager, liaise, and direct emergency services to the area.						
 First Aid Facilities:	Name of On-Site First Aider:			Tony Laver / Brian Laver			
	First Aid Box Location:			Site Office / Compound			
	Location of Nearest Hospital:			University Collage Hospital			
Other Information & Comments:	<p>University Collage Hospital 235 Euston Road, London, Greater London, NW1 2BU</p> <ul style="list-style-type: none"> Tel: 020 3456 7890 						

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the companies Health and Safety Policy.



Prepared by *Jason Fallon*

Position: Director

Date: 11/03/21