

Alan Rawlinson Carpentry Services Ltd

Risk Assessment & Method Statement for Timber Frame Works

Project / Contract	Colemans moor road
Contractor	Colemans moor heights
Site Address	Woodley road reading
Project Start Date	TBC
Expected Duration	TBC
Projected Completed Date	TBC
Project number	H01218

	Name	Title	Signature	Date
Document Author	Gareth Harwood	Director/Contracts Manager	G Harwood	Augaust 2024
Health and Safety Consultant Acceptance	Graeme Holland GradIOSH [REDACTED]	MD of Hollandhsc	[REDACTED]	Augaust 2024
Principal Contractor Acceptance				

Revised Amendments	
Rev 1	
Rev 2	
Rev 2	

Emergency Contact Details		
Contact	Gareth Harwood	Graeme Holland
Tel	[REDACTED]	[REDACTED]

Data Protection Statement

The information and data provided herein shall not be duplicated, disclosed or disseminated by the recipient in whole or in part for any purpose whatsoever without the prior written permission from Alan Rawlinson Carpentry Services Ltd

Staff Information Sheet

Please read the entire sheet before beginning the procedure, if you have any questions please contact your manager or safety representative.

The main hazards to your safety and health are;

1. Falling from Height
2. Injury from incorrect Manual handling.
3. Injury from contact with electricity
4. Injury from slips trips and falls.
5. Working with hazardous substances
6. Working near sources of radiation
7. Vehicle Hazards
8. Injury to other staff or members of the public.
9. Inadequate lighting

Preventative Measures you must take;

1. You must be 'competent' to carry out the task.
2. You must be competent and have received training to work at height.
3. Barriers and/or warning signs must be placed around the work area, where risk assessment has deemed necessary.
4. Visitors and other members of staff are prohibited from entry unless accompanied by a competent person, all visitors will be issued with personal protective equipment where appropriate.
5. You must be trained and competent to use hand tools, mains voltage and battery power tools.
6. You must not lift beyond your capabilities, get help if necessary.
7. You must follow all directions given by the manager or his agents.

Personal Protective Equipment you must wear;

1. Protective Helmets. BS 6658:1985. Protective Helmets for Vehicle Users. ...
2. Respiratory Products. BS EN 140:1999. ...
3. Hearing Protection. BS EN 352-1:2002. ...
4. Eye Protection. BS EN 166:2002. ...
5. Glove Protection. BS EN 60903:2003. ...
6. Protective Footwear. BS EN 15090:2006.
7. Harness and Lanyard BS EN 361:2002

Environmental Protection Measures you must take;

1. You must dispose of waste and packaging to the designated area provided for waste.
2. Hazardous substances and packaging must be disposed of in compliance with manufacturer and local authority guidance.
3. Consideration must be given to potential for exposure to Asbestos in buildings constructed before 2000.

Quality Control

1. Adhere strictly to the following procedure to ensure quality of service
2. If in doubt contact your manager for clarification before proceeding.

Site Information

- 1, Erection of a block of 3 terrace 3 storey houses, in accordance with Merronbrooks working drawings and design risk register.

- 2, Timber frame panels to ground and first floor with a easi joist and eggbar chipboard flooring and trussed roof.
- 3, Must at all times follow on site rules and observe the fire risk assessment.
- 4, strictly no smoking in or around the timber frame buildings, smoke in designated smoking areas only.

Procedure of erecting timber frame

- 1, lay sole plates, with a dpc underneath and fixed down with hammer fixings. Tools required, various hand tools and hammer drill.
- 2, Erect timber frame panels, manually lifting into place, with a minimum of two persons per panel. Observe the weights of the panels marked on the side of each panel. Level and brace with a 65mmx38mm brace. Tools required various hand tools and impact driver.
- 3, install steel beams
- 4, Install safety deck
- 5, install easi joists and chip board decking. Tools required, various hand tools, skill saw, nail guns
- 6, Erect timber frame panels to first floor, manually lifting into place, with a minimum of two persons per panel. Observe the weights of the panels marked on the side of each panel. Level and brace with a 65mmx38mm brace. Tools required various hand tools and impact driver.
- 7, install crash deck
- 8, install easi joists and chip board decking. Tools required, various hand tools, skill saw, nail guns
- 9, Erect timber frame panels to second floor, manually lifting into place, with a minimum of two persons per panel. Observe the weights of the panels marked on the side of each panel. Level and brace with a 65mmx38mm brace. Tools required various hand tools and impact driver.
- 11, install roof steels
- 10, erect roof trusses and loose infill gable panels and gable ladders. Tools required, various hand tools, skill saw, nail guns, drills, impact driver.
- 9, complete all snags
- 10, make sure the scaffold is clear from all loose materials and inside is swept through. All waste materials to be put in skips provided by main contractor.

General Precautions

Staff and Training

The works will be carried out by staff from **ALAN RAWLINSON CARPENTRY SERVICES LTD**. All staff are experienced and have been deemed competent to carry out tasks requested of them. List your staff qualifications; eg. CSCS, PASMA, PAL / IPAF, City and Guilds etc. A responsible person will be appointed to each job who will supervise all works and be responsible for quality and safety. Apprentices and young workers will be supervised at all times and are not allowed to carry out tasks for which they have not been trained.

Vehicle Safety

All company vehicles are subject to a planned maintenance and inspection program. Staff responsible for vehicles will carry out daily and weekly checks to ensure continued roadworthiness. All drivers will comply with road traffic regulations and the Highway Code. All loads will be securely fastened to the vehicle by competent persons prior to travel. Drivers will take planned breaks on long journeys.

Preparation and Induction

A risk assessment will be prepared for each task which will be discussed with members of staff, any queries or concerns will be dealt with prior to starting work. Staff will be inducted on to site and will be expected to follow all rules and safety procedures.

Manual Handling

All staff have been instructed on the potential dangers of manual handling and staff will not lift items or equipment beyond their capabilities. Heavy or awkward items will be broken down into smaller units or dual lifted where this is not possible. It is the responsibility of the site foreman to assess every situation that requires manual handling and enforce control procedures where he deems necessary. Where practical, mechanical aids should be available and used. <http://www.hse.gov.uk/pubns/indg143.pdf> Manual Handling at Work

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First Aid

It is the responsibility of the company to ensure adequate first aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum.

A trained first aider will be a suitable person who has attended a recognised course and attends a refresher course every year and a full course every 3 years.

An Appointed Person is a person provided by the employer to take charge of the situation (e.g. to call an ambulance) if a serious injury/illness occurs in the absence of a first aider. Often principal contractors will ensure sufficient first aid cover for sites under their control.

Access egress

On construction sites, the principal contractor is responsible for providing safe access and egress to the site, **Alan Rawlinson Carpentry Services Ltd** staff will ensure safe access and egress is maintained for themselves and other contractors/members of the public in the area they are working in, good standards of housekeeping will be maintained by all staff. Warning notices and barriers will be deployed as required. Debris will be cleared away on a regular basis and the site left clean and tidy at the end of a shift or task.

Working at height

Falls from height remain the single biggest cause of work related death in the UK.

Due to the nature of this work falls from height are an obvious and ever present risk. All employees have been made aware of the dangers and consequences of falling from height, therefore, all working at height will be properly planned, organised and supervised. Only competent members of staff will be allowed to work at height and it is the responsibility of the site foreman/senior person to ensure conditions are safe before allowing any work at height to take place.

The foreman/senior person will carry out a risk assessment before allowing work at height and put in place equipment and measures to prevent falls occurring.

Where he cannot eliminate the risk of a fall he will put in place measures and equipment to minimise the distance and consequences of a fall, should one occur.

Guidelines on Safe Operating Procedures

Operatives are trained and competent in ladder use, ladders will only be used without fall protection where the work is light and of short duration AND where the operative can complete his task by maintaining 3 points of contact on the ladder i.e. both feet and at least one hand.

Ladders must be Class 1 or EN 131 Industrial grade and be in good condition and located properly prior to use, i.e. the foot of the ladder should rest on a firm, level, non-slippery surface, and should be footed or tied on the stiles to prevent slipping. Proprietary stabilisers and other equipment could be used where there is a risk of ladders slipping, or if it is uneven ground. Ladder stand offs could be used where access to the roof is required, and the ladder will extend a minimum of 1.05 metres above the gutter. Ladders should be set at a base to height ratio of 1:4.

<http://www.hse.gov.uk/pubns/indg455.pdf> Safe use of Ladders and Step Ladders

Scaffold

Where required scaffold will be provided and erected by a competent erector or an approved contractor; the hand rail will extend a minimum 0.95 metre above the working area and a mid rail max 0.47 metre gap will also be in place. The site foreman will ensure a handover certificate is received from the contractor prior to allowing access to the scaffold. During the works access to the scaffold will be via ladder which will be tied off at the top, ladders will be removed or boarded off at the end of each shift to prevent unauthorised access.

MEWPS (Mobile Elevating Work Platforms) to include Cherry pickers, Scissor lifts, self propelled booms, vehicle mounted platforms etc. MEWPS will be supplied by a competent company; the site foreman/senior person will ensure that only competent staff are allowed to use the MEWP, competent means someone with the necessary knowledge, training and experience to operate the MEWP safely and without risk to himself or others, i.e. PAL / IPAF card holders.

Where specified, a safety harness and attached lanyard will be worn whilst working in the MEWP. All staff will be trained to operate the MEWP from the ground controls.

Aluminium tower scaffold; the site foreman will ensure that Aluminium Tower Scaffolds are erected in compliance with manufacturer instruction by a competent person. Aluminium tower scaffolds must be used on flat level ground and the stabiliser riggers must be fully deployed and secured prior to working from the tower.

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Daily visual checks will be carried out by the competent senior person on all the above items and defects reported immediately. Any equipment suspected of being unsafe for whatever reason will be withdrawn from service for repair or replacement.

Contractor/Visitor Safety

Alan Rawlinson Carpentry Services Ltd will liaise with other contractor's staff on a day to day basis and ensure they are aware of the risks present during the works. Staff and contractors will not leave any area of work in a dangerous condition or with risks to themselves, other contractors, tenants, or visitors; all tools and equipment will be cleared to secure storage at the completion of each shift. Scaffold, ladders and any other access to height will be made inaccessible.

Tools and Electrical Equipment

All items of tools and equipment will be visually inspected on a regular basis and prior to use, defective or damaged equipment will be removed from service. Electrical tools will be 110V maximum, battery powered tools will be used where possible. Sub contractors will not be allowed to bring on to site any damaged or defective tools, the site foreman is responsible for ensuring all tools and equipment brought on the site are fit for purpose.

Task Description

Task Description

First Fix Joinery Installation of floor joists, timber floors, roof pan and trusses

1. Site establishment
2. Contractor warning and safety
3. Preparation
4. Fitting of woodwork

Site specific

Erection of a timber frame over 2 floors with a trussed roof and joist system with chip board flooring. With some steel work.

1. Sole plates to be laid in accordance to Merronbrook plans
2. Scaffold to be erected on 3 sides prior to start (by others)
3. Hiab in ground floor panels
4. Stand ground floor panels and brace each joint with a 2.4m length of 65x38mm cls to a block fixed to the oversite. Panels to be fixed together with 3inch wire nails In accordance with Merronbrooks fixing guidelines. 5, fit steel beams
5. Fit fall arrest system (airtek)
6. Fit top plate
7. Fit easy joists
8. Lay Eggar chipboard flooring
9. Cover stairwell with a sacrificial deck
10. Crane in first floor panels
11. Stand first floor panels and brace each joint with a 2.4m length of 65x38mm cls to a block fixed to the chipboard flooring. Panels to be fixed together with 3inch wire nails In accordance with merronbrooks fixing guidelines.
12. Fit fall arrest system (first floor supplied by Alfred homes)
13. Top plate
14. Fit trusses steel beams and cut roof to merronbrooks working drawings (2 storey construction)
15. Make sure all snagging is done and tidy up all surplus materials.
16. Oversite and surrounding scaffold to be tidy at the end of each working day. All waste to be put in skips provided by others.

Materials supplied by Merronbrook in conjunction with working drawings

1. DPC
2. 90mm x38mm cls
3. 140mm x38mm cls
4. 65mm x38mm cls
5. 35mm x 44mm battern
6. timber frame panels as per working drawings
7. easi joists as per working drawings
8. eggar chipboard flooring
9. Roof trusses as per working drawings
10. 100mm x 25mm sawn timber

Equipment needed to carry out installation of materials.

1. Various Hand tools (hammer, hand saw, Stanley knife, pencil, spanners, levels)
2. Various power tools (SDS drill, impact driver, skill saw, Cartridge operated tools, chop saws)
3. Step Ladders EN 131

**Describe in detail the step by step tasks or process to be followed in order to complete the task safely.
Delete any that do not apply to your situation**

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Preparation

1. Load all equipment required for job.
2. Carry out vehicle safety checks.
3. Attend any site induction as required
4. Put on personal protective equipment.
5. Report to Client or site supervisor and receive permit to work (where required).
6. Inform all other contractors/tenants in area at start of works.
7. Cordon off work area if practical and necessary to do so.
8. Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
9. Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
10. Do not leave tools and equipment unattended at any time.

First Fix Joinery

Fitting Timber Floor Joists

1. Put on your personal protective equipment
2. Measure up number and lengths of floor joist required
3. Collect lengths of wood from storage area and take to cutting area
4. Check joists for straightness, do not use bowed joists
5. Cut joists to required lengths
6. Ensure DPC is in place over inner wall leaf.
7. Where specified fit joist hangers in position as per contract drawings
8. Position joists at specified centres to ensure any standard board joints are supported over joists. Ensure parallel and square to walls.
9. Fit joists into joist hangers and secure with specified proprietary fixings.
10. Level joists using spirit level or laser. Check both axis.
11. Where specified, timber sprags should be inserted and secured to provide secure alignment and stiffness.
12. Fit temporary over boarding to allow safe access to next level.
13. Remove all waste and debris from site to designated waste skip, site will be left clean and tidy at the end of each shift.

Chipboard flooring

1. Chipboard panels should be positioned to lay across the joists ensuring ends will be fully supported over joists.
2. Panels are to be secured at every joist using specified proprietary fixings.
3. Additional boards should be staggered by a half length and tongue and groove both treated with a suitable wood glue to provide integral strength of the floor.

Tongue and Groove Timber Flooring

1. Timbers should be cut to length allowing approx. 5 mm clearance between wall and each end.
2. Timbers should be laid across the joists ensuring parallel and square to walls.
3. Ensure timber flooring is fitted with tongue and groove to top side of flooring.
4. Timbers are to be secured by two specified fixings to each joist.
5. Timbers are to be fitted tight into joints to minimise gaps when dried out.
6. Where timber ends are butted up, ensure joint is positioned over a joist and secure both ends.

Construction of Wall Pan for roof supports and erection of trusses

A suitable scaffold access must be in place to provide a safe working platform at eaves height prior to installation of the roof pan and trusses. Adequate fall protection must be in place in the event of falling internally to the top floor level; e.g. air bags to break fall.

1. Using specified section timber, measure and cut to length.
2. Corners and joints in length should be formed as a half lap joint.
3. Position the pan over the inner leaf wall and secure in position using specified proprietary fixings. Ensure the brick / blockwork is level and provides a stable bed.
4. Check the completed pan is level along runs and across to opposite bearing walls.

Trusses Installation

Pre-fabricated trusses are to be delivered to site and mechanically lifted to roof level.

Trusses should be temporarily positioned vertically across the intended span in the central area. A temporary support should be positioned to hold them in position.

1. Mark out the trusses locations on the timber pan checking dimensions against the construction plan.
2. The first truss is to be moved from the central stack to the end of the building by carrying or sliding along the Pan using manual resource at both sides. Ensure adequate fall protection internally.
3. Position the end truss with a temporary bracing and secure to the Pan.
4. Move the second truss similarly into location and secure to the pan. Fix a bracing timber between the two trusses to provide a rigid self supporting structure.
5. Check alignment.
6. Continue positioning and installing trusses in similar manner towards the centre position.
7. Trusses may be similarly erected from the opposite end of the roof.
8. Fit storm bracings and cross ties to roof trusses.
9. Remove any temporary supports

Construction of Gable ends

1. Extend scaffold to ensure safe operation on gable ends
2. Build timber stud gable ends and fix into position
3. Install specified insulation up rear of studding
4. Board timber stud gables with waterproof Plywood
5. Cover Ply with breathable membrane
6. Clad exterior of gable end and fix cladding with Pasload pin gun.

Test and Handover

1. Check individual tasks for finish and operation.
2. Snagging works will be carried out to client satisfaction.
3. Handover to client.

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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
Falls from height leading to death, major injury	Scaffold and access to height will be erected by competent contractors; staff will follow site safety rules for access and working from scaffold. Ladders will only be used for gaining access to scaffold; all work will be carried out from the scaffold. No internal hand rail needed once a internal fall arrest is put in place. Daily safety checks will be carried out on the scaffold by the site foreman. All members of staff are competent and experienced fitters. Installers will not work within 2 metres of an unprotected edge and a safety deck put in place for the internal fall protection	1	5	5
Use of power tools	All power tools and machinery must comply with current Provision and Use of Work Equipment Regulations. Only trained and experienced operatives are allowed to use Power wood cutting machines, inexperienced or young workers are kept under strict supervision whilst using machines. All machines must be regularly inspected and maintained in good condition. Tools and cables are visually inspected before use. Damaged tools are withdrawn from service until repaired. Company power wood cutting machines are PAT tested on an annual basis. Either battery powered or 110 volts tools are used where possible. Ensure staff members know which personal protective equipment to wear and how to use it. Eye protection must be worn at all times when there is a risk of flying parts, dust or fragments. Workers to use a Residual Current Device between the electrical supply and the equipment.	2	4	8

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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
III health from prolonged exposure to wood dust causing potentially carcinogenic effects	Staff members are trained in the health risks of working with wood dust. The work system must control dust and fumes from wood and glues, with dust well below the UK 5mg-3 maximum. On a construction site or temporary workplace, cutting in the open air will reduce dust problems. Cutting in a confined workplace A portable dust extraction unit with a flexible hose should be fixed to the power tool. The extractor must meet British Standard BS 5415, which means it filters out 99.99% of dust particles gathered, but it may not pick up all the dust and a residue may remain airborne or settle. Respiratory protection will still be necessary. Residual dust should be cleaned afterwards using the hose of the extractor like a domestic vacuum cleaner	1	5	5
III health from exposure to formaldehyde emissions	Staff members are trained in the risks of exposure to formaldehyde emissions. Laminates or wood particles are glued or bonded together by formaldehyde resins. Most boards will be glued by urea formaldehyde but exterior, and "WBP and " or marine quality boards will be glued by stronger glues, normally phenol formaldehyde or possibly resorcinol formaldehyde. Formaldehyde emissions at work in the UK are controlled by standards set in the Control of Substances Hazardous to Health Regulations and the occupational exposure standards set out in HSE Guidance note EH40. The work system must control the level of exposure Ask if a safer material can be used. If a board has to be used then low emission standard boards will reduce the formaldehyde hazard. Respiratory protection will be necessary.	1	4	4

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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
Manual handling	Staff trained in correct lifting methods. Lifting equipment provided where loads are heavy. Dual lifting to be used on awkward lifts. Do not lift more than you can manage, seek help or use mechanical aids.	2	3	6
Injury to staff, other contractors, and visitors during works	It is vitally important that potentially hazardous areas are signposted, barricaded and, where appropriate, covered to avoid possible injury to workers and members of the public. Anyone who may be affected by the works to be informed of site work, especially tenants and other contractors. Site to be secured to prevent unauthorised access. Foreman is to ensure no one accesses the site without permit, or permission. Hand tools and power tools will not be left unattended. The site will be made safe at the end of each shift. Staff will follow the method statement devised for this task.	2	3	6
Noise	Appropriate ear defenders will be worn by all staff when noise levels dictate. Always use hearing protection when operating power tools.	1	4	4

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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
Asbestos	Asbestos is highly dangerous. Any asbestos-containing materials on site should have been identified before work starts. If you come across any hidden or dusty materials which you suspect may contain asbestos, stop work and get advice. A specialist survey will then be carried out to determine the extent and nature of the asbestos risk to your staff. Refer to the refurbishment survey before start of works. If you come across any material that you think may be, or may contain asbestos, stop work and seek advice from a competent person.	1	5	5

Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
Environmental: Inclement Weather	All staff have been informed of the greater risk of injury when working in inclement weather, all frost and snow will be cleared from access equipment if work in these conditions cannot be avoided. The team leader is responsible for suspending work if weather conditions make the task unsafe.	1	2	2
Falling Objects: Bruising, Cuts, Broken Limbs, Death.	The region below the working area where persons may be liable to walk will be marked out with warning tape or barriers, and persons prevented from travelling across the danger area.	1	4	4

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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
Unauthorised use: Serious injury, death, Loss of asset	The machine must be secured and immobilized to prevent unauthorised operation when not in use.	1	5	5
Plant movement:	A competent Banksman may be required to monitor and control plant movement in areas where other activities may be ongoing. Ensure mirrors are clean and adjusted. Ensure adequate space is available to take into account of any vehicle body overhang.	1	5	5

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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
Slips Trips and Falls. Falls leading to death, major injury	Wear shoes or boots with non-slip soles for work on the outside, in particular in wet or snowy weather. All staff will keep the working area tidy and remove trip hazards as and when they occur. An initial inspection and thereafter daily safety checks will be carried out on the access equipment by the site foreman. Staff will ensure that good standards of housekeeping are maintained at all times, cables and other equipment will be managed so as not to cause a trip hazard. All Ladders will be footed by an assistant or securely lashed to prevent slipping when in position. Ladders to be tied through stiles, not rungs.	1	5	5

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Hazard / Consequences	Control Procedures	Likelihood (a)	Severity (b)	Risk Ranking (a x b)
Scaffold Erection and adjustment; Falls leading to fractures, majory injury, death.	All erection, adjustment / alteration and dismantling will only be carried out by authorised competent persons holding appropriate scaffolding certification. Scaffold must be erected in compliance with manufacturer specification. Tube and fitting scaffold must be erected in compliance with current TG 20 or a structural engineer specification and plan as determined necessary. Scaffold must be suitably tied to an existing secure structure or adequately braced if to be free standing. On completion of erection, the competent scaffolder will issue a handover certificate prior to use. All working decks must be fully boarded and fitted with both hand and intermediate rails and fixed toe boards to cover both runs and ends. Lift ladders must extend minimum 1050 mm above deck to provide hand rail support. Any gates or hatches must be fully secured at all times when not being used. Hoist attachments must be fitted by the scaffolder and in compliance with manufacturer instruction.	1	5	5
Collision: collapse, falls, majory injury, death	All scaffold structures must be protected to prevent collision with mobile plant or vehicles. Suitable barriers and notices must be positioned to maintain separation. In the event of any collision the scaffold must not be used until checked and certified by a competent scaffolder.	1	5	5

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Ladder use	Only En 131 Professional or Class 1 ladders must be used. Any ladder longer than 3000 mm will require use of a base stabiliser. Splitting extending ladders will render the upper sections as non-compliant if used without a stabiliser All staff and subcontractors are required to read and understand HSE leaflet http://www.hse.gov.uk/pubns/indg455.pdf Safe use of Ladders and Step Ladders	1	3	3

Vibration Levels Equipment Register

HAND-ARM VIBRATION EXPOSURE CALCULATOR
Version 5.6 June 2019

Company name / work area:

Employee ID and/or task name:

Tool or process name Select HSE recommended initial values or enter your own information	Vibration magnitude m/s ²	Exposure points per hour	Time to reach EAV 2.5 m/s ² A(8)		Time to reach ELV 5 m/s ² A(8)		Exposure duration		Partial exposure m/s ² A(8)	Partial exposure points
			hours	minutes	hours	minutes	hours	minutes		
Paslode Nail Gun	8.3	138		44	2	54				
Circular Saw	3.9	30	3	17	13	9				
SDS Drill	6.6	87	1	9	4	35				

Zoom to fit **Help**

Reset **Print (preview)**

Instructions for use:

Enter vibration magnitudes and exposure durations (for an individual worker or a task carried out by several workers) in the white areas. Results are displayed in the yellow areas.

Information on tool types may be entered directly into the tools/process names columns, or selected from a drop-down list of HSE recommended initial data values.

To clear all cells, click on the 'Reset' button.

Tick the 'Lock tool or process information' check box to prevent 'Reset' clearing these cells.

Additional information such as company name, worker name may be added if printing or saving the calculation.

For more information, click the 'Help' button.

Daily exposure
m/s² A(8)

Total exposure points

Exposure calculation by:

Job role:

Calculation date:

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Relevant legislation and sources of information

1. Manual Handling Regulations 1992 (As amended 2002)
2. Work at Height Regulations 2005
3. Construction (Design and Management) Regulations 2015
4. Lifting Operations and Lifting Equipment Regulations 1998
5. HSG 33 Health and safety in roof work
6. Provision and Use of Work Equipment Regulations 1998
7. Personal Protective Equipment at Work Regulations 1992(As amended 2002)
8. Control of Substances Hazardous to Health Regulations 2002
9. PM14 Safety in the use of cartridge tools
10. Noise at Work Regulations
11. Vibration at Work Regulations

Training

1. Training required by the Provision and Use of Work Equipment Regulations 1998 can be provided by manufacturers or hire companies.

Management

2. Require copies of training records and ensure they are relevant. Monitor the use of eye and noise protection and suitable use of work platforms. Strict control of consumables.

Recommendations

3. This type of work lends itself to a generic method statement provided issues of how the work affects others are addressed in a site-specific way.

COSHH Assessment

Name of Substance	D4 Polyurethane Adhesive			COSHH Reference	en204D4
Supplied By	MerronBrook			Date of Assessment	Nov 23
Persons at Risk	Staff ☒	Public ☐	Young/Pregnant Workers ☐	Review Date	Next Project
	Visitors ☐	Contractor ☒			
Description of Substance	Paste		Method of use	Direct use on chipboard	

Hazards Identification and PPE

Routes of Entry		Personal Protective Equipment (Mark Required Boxes)					Mark here for none ☐	
Inhalation	☒							
Absorption	☐							
Ingestion	☒							
Location		Hand Protection	Protective clothing	Protective Footwear	Safety Glasses	Face Shield	Face Mask	Respirator
		☒	☒	☐	☒	☐	☐	☐

Risk Phrases Safety Phrases

H332 Harmful if inhaled.
 H315 Causes skin irritation.
 H319 Causes serious eye irritation.
 H334 May cause allergy or asthma symptoms or breathing difficulties if inhaled.
 H317 May cause an allergic skin reaction.
 H351 Suspected of causing cancer.
 H335 May cause respiratory irritation.
 H373 May cause damage to organs through prolonged or repeated exposure.

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Components	Occupational Exposure Standard (OES)	Maximum Exposure Limits (MEL)	Workplace exposure Limits (WEL)
METHYL ETHYL KETONE			0.2ppm 1.5mg/m3 short term exposure 15 mins.

Frequency & Duration of Exposure

COSHH Assessment

Amount Used Small (Millilitres) ☒ Medium Litres ☐ Large Cubic Metres ☐	How many times per day 1 – 5 ☐ 5 – 10 ☐ More than 10 ☒	Duration 1 – 5 Minutes ☐ 6 – 30 Minutes ☐ 31 – 60 Minutes ☐ 1 Hour & Above ☒
SUBSTANCE PROPERTIES (Mark all that apply)		

. You should review the current MSDS for your product and ensure that the correct symbols are ticked.

GHS SUBSTANCE PROPERTIES							
							
Oxidising	Explosive	Toxic	Harmful	Corrosive	Human Health	Dangerous for environment	Gas under pressure
☐	☐	☐	☒	☐	☐	☐	☐
							
Flammable	Highly Flammable	(Extremely) Flammable	Carcinogenic				
☒	☐	☐	☐				

Control Measures	
General Precautions	First Aid Measures
Vapours are heavier than air and may spread near ground and sources of ignition. Vapours from this chemical can be hazardous when inhaled.	Skin contact: Remove all contaminated clothes and footwear immediately unless stuck to skin. Wash immediately with plenty of soap and water. Eye contact: Bathe the eye with running water for 15 minutes. Consult a doctor. Ingestion: Do not induce vomiting. If conscious, give half a litre of water to drink immediately. Consult a doctor. Inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Consult a doctor.
Spillage Procedure	Fire Prevention
Wear necessary protective equipment. Extinguish all ignition sources. Avoid sparks, flames, heat and smoking. Ventilate. Stop leak if possible without risk. Provide ventilation and confine spill. Do not allow runoff to sewer. Absorb in vermiculite, dry sand or earth and place into containers	Fire can be extinguished using: Alcohol resistant foam. Water spray. Carbon dioxide. Dry chemical powder. Highly flammable. In combustion emits toxic fumes. May form flammable / explosive dust-air mixture.
Handling and Storage	Disposal Considerations

COSHH Assessment

Smoking is forbidden. Use non-sparking tools. Ensure there is sufficient ventilation of the area. Storage conditions: Store in cool, well ventilated area. Keep container tightly closed. Keep away from sources of ignition. Prevent the build up of electrostatic charge in the immediate area. Ensure lighting and electrical equipment are not a source of ignition. Store in original containers between +5 and +25°C. Storage outside these parameters will dramatically reduce shelf life and invalidates all product warranties. Suitable packaging: Must only be kept in original packaging.	Dispose of waste and residues in accordance with local authority requirements. Do not allow runoff to sewer, waterway or ground
Further Controls Required	Responsibility
Nil	Nil

Assessor Summary		YES/NO	Further action
1. Has the assessment considered all factors pertinent to the use of the substance? If NO please give details of further action required		Yes	
2. Has the assessment considered the practicability of preventing exposure? If NO please give details of further action required		Yes	
3. Has the assessment considered the steps to be taken to achieve and maintain adequate control of exposure where prevention is not reasonably practicable? If NO please give details of further action required		Yes	
4. Has the assessment considered the need for monitoring exposure to the substance? If NO please give details of further action required		Yes	
5. Has the assessment identified all action required to comply with regulations? If NO please give details of further action required		Yes	

COSHH Assessment

Name of Substance	Fuel / Fuel Cartridge Manufacturer: Paslode 155 Harlem Avenue Glenview, IL 60025 Distributor: ITW Construction Products 120 Travail Road Markham, ON L35 3J1			COSHH Reference	Paslode Fuel Canister			
Supplied By	Paslode			Date of Assessment	Nov 23			
Persons at Risk	Staff ☒	Public ☐	Young/Pregnant Workers ☐	Review Date	Next Project			
	Visitors ☐	Contractor ☒						
Description of Substance	Gas Canister for Paslode Nail Gun		Method of use	Direct use.				
Hazards Identification and PPE								
Routes of Entry		Personal Protective Equipment (Mark Required Boxes)				Mark here for none ☐		
Inhalation	☒							
Absorption	☐							
Ingestion	☒							
Location	Hand Protection	Protective clothing	Protective Footwear	Safety Glasses	Face Shield	Face Mask	Respirator	
	☒	☐	☐	☒	☐	☐	☐	
Risk Phrases								
Safety Phrases								
Flammable gas, Category 1 Gases Under Pressure - Liquefied gas Specific Target Organ Toxicity - Single Exposure Category 3 Simple Asphyxiant GHS Hazard Statements: Extremely flammable gas. Contains gas under pressure; may explode if heated. May cause drowsiness or dizziness. May displace oxygen and cause rapid suffocation.								
Components	Occupational Exposure Standard (OES)	Maximum Exposure Limits (MEL)			Workplace exposure Limits (WEL)			

COSHH Assessment

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Frequency & Duration of Exposure			
Amount Used Small (Millilitres) ☒ Medium Litres ☐ Large Cubic Metres ☐	How many times per day 1 – 5 ☒ 5 – 10 ☐ More than 10 ☒	Duration 1 – 5 Minutes ☐ 6 – 30 Minutes ☐ 31 – 60 Minutes ☒ 1 Hour & Above ☐	
SUBSTANCE PROPERTIES (Mark all that apply)			

. You should review the current MSDS for your product and ensure that the correct symbols are ticked.

GHS SUBSTANCE PROPERTIES							
							
Oxidising	Explosive	Toxic	Harmful	Corrosive	Human Health	Dangerous for environment	Gas under pressure
☐	☐	☐	☒	☐	☐	☐	☒
							
Flammable	Highly Flammable	(Extremely) Flammable	Carcinogenic				
☒	☐	☐	☐				

Control Measures

COSHH Assessment

General Precautions	First Aid Measures
Keep out of the reach of children. Keep away from heat, sparks, open flames, and hot surfaces - No smoking. Page 2 of 7 Avoid breathing fume, gas, mist, vapors, and spray. Use only outdoors or in a well-ventilated area.	IF INHALED: Remove person to fresh air and keep comfortable for breathing. If not breathing, provide artificial respiration. Get immediate medical attention. Skin Contact: IF ON SKIN: Frostbite may occur from contact with liquefied gas. In case of frostbite, wash with plenty of water; do not remove clothing. Get immediate medical attention. If frostbite not evident: Immediately remove/take off all contaminated clothing. Rinse skin with water or shower. Eye Contact: IF IN EYES: Frostbite may occur from contact with liquefied gas. Rinse eyes cautiously with plenty of water for several minutes. Remove contact lenses if present and easy to do. Get immediate medical attention. Ingestion: IF INGESTED: Frostbite may occur from contact with liquefied gas. Get immediate medical attention.
Spillage Procedure	Fire Prevention
Eliminate all sources of ignition and isolate hazard area. Ventilate area to maximum extent possible.	Water spray, foam, carbon dioxide or dry chemical. Unsuitable Extinguishing Media: Do not use water jet as an extinguisher as this will spread fire. Specific Hazards: Extremely flammable. Contains gas under pressure; may explode if heated. Thermal decomposition (combustion) may produce carbon monoxide and carbon dioxide.
Handling and Storage	Disposal Considerations
Extremely flammable: Do not handle or use near extreme heat, sparks, open flames or hot surfaces. Pressurized container: Do not pierce or burn, even after use. Avoid breathing fume, gas, mist, vapors, and spray. Wear appropriate personal protective equipment. Use only outdoors or in a well-ventilated area. For maximum number of tool cycles, use before date code on fuel cartridge.	Dispose of waste and residues in accordance with local authority requirements. Do not allow runoff to sewer, waterway or ground

Assessor Summary		YES/NO	Further action
1. Has the assessment considered all factors pertinent to the use of the substance? If NO please give details of further action required		Yes	
2. Has the assessment considered the practicability of preventing exposure? If NO please give details of further action required		Yes	

COSHH Assessment

3. Has the assessment considered the steps to be taken to achieve and maintain adequate control of exposure where prevention is not reasonably practicable? If NO please give details of further action required	Yes	
4. Has the assessment considered the need for monitoring exposure to the substance If NO please give details of further action required	Yes	
5. Has the assessment identified all action required to comply with regulations If NO please give details of further action required	Yes	

Sign Off Sheet

I have read and understood the contents of this Method Statement. Anything I did not understand has been explained to me to my satisfaction. I agree to follow the Method Statement and understand that any instructions are provided for my safety and the safety of others.

[illegible]