(INSERT YOUR COMPANY NAME HERE) Health and safety pack.

For: (INSERT NAME OF CLIENT, PROJECT OR CONTRACT NUMBER)

On: (INSERT TODAYS DATE)

Review date: (INSERT DATE 6 MONTHS AFTER TODAY)

Document author:	Signed:	Date:

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1) Risk assessment for construction workers

Potential hazards	People at risk and how?	Actions already in place	Further action required	Action by	Action target date	Done
Falling from height (hop ups)	Both minor and major injuries can occur if a worker falls from a hop up	• Hop ups inspected prior to use, fit for purpose, with a maximum working height of 500mm • Ensure hop up legs are securely locked in place prior to use • Ensure the ground base for the hop ups is firm and level • Avoid over reaching when working and storing tools or materials on hop up • Painted hop ups are not to be used	Manager to conduct tool box talk on working at heights prior to work commencing			
Falling from height (into excavation)	Serious or fatal injury could occur if a worker falls from height into an excavation	• Physical barriers to be erected around excavation • Appropriate ladders, correctly secured and extended one metre above floor level, should be used to enter and exit the excavation • Adequate shoring or battering of the sides to a suitable angle to prevent collapse. • Area around the excavation should have good housekeeping with trip hazards removed • Vehicles to be kept away from excavations where possible	Manager to conduct tool box talk on working at heights prior to work commencing			

Falling from height (ladders)	Serious or fatal injury could occur if a worker falls from height	• Non-access ladders should be used in conjunction with ladder stays, a securing device or a person footing the ladder • Access ladders should be extended one metre above platform • Ladders in good condition, placed on a firm surface, and have a pre-use check prior to use and a thorough visual check every six months • Ladder is used at correct angle of 1 in 4, or 75° • Avoid over reaching and ensure that belt buckle remains between the ladder stiles at all times with both feet on the same rung	Manager to conduct tool box talk on working at heights prior to work commencing			
Falling from height (mobile towers)	High risk of injury or fatality to workers and members of the public if a mobile tower collapses or tips over	• Towers not to be moved or dragged with brakes on • Towers to be checked for level and that brakes are engaged after moving • Only PASMA card holders to move and reposition mobile towers and outriggers • Correct access and egress to be used • Mobile towers only to be moved or repositioned when the working platform is empty	Manager to brief all operatives on safe loading of mobile towers prior to work commencing and to conduct tool box talk on working at heights			
Falling from height (step ladder)	Serious or fatal injury could occur if a worker falls from height due to misuse of steps	• Step ladders intended for domestic use must not be used in the work place • Ensure the ground base for the step ladder is firm and level	Manager to conduct tool box talk on working at heights prior to			

		• Avoid using step ladders in positions where they may be struck. E.g. by an opening door. If a compromising position cannot be avoided ensure a second person is employed as a spotter • Avoid over reaching and ensure that belt buckle remains between the step ladders stiles at all times • Ensure a second person foots the step ladder if working more than four steps high	work commencing			
Falling from height (scaffold)	Serious or fatal injury could occur if a worker falls from height	• Ensure guardrails, midrails and toe boards are in place and that it has been signed off prior to use • Use correct access and egress points, ensuring any gates, or trap doors are in correct position after use • Only use if signed off and seven day inspection checks have been carried out and are in date • Don't use after severe weather until scaffold has been re inspected • Visually check that there is no sign of tampering or interference of sole plates and ladders before use	Manager to conduct tool box talk on working at heights prior to work commencing			
Slips, trips and falls	Sprains, fractures and tissue damage could be suffered by operatives or public from slipping, tripping or falling over tools, materials, waste or areas of bad ground	• Housekeeping to be carried out at regular intervals throughout the working day with surplus materials and waste to be removed as work progresses • Safety boots to be worn by all operatives and site visitors • Work area to be cordoned off where practicable and site caution signs to be used				

		• Avoid trailing cables, and ensure materials and tools are not obstructing designated walkways • Use signage for uneven, or wet floor surfaces as well as for change in levels				
Objects falling from height	Minor or serious injury could occur to a person if objects fall from height	• Where possible only store light loads above head height • Maintain clear access to storage areas • Only use suitable storage systems • Ensure that items stored above head height are placed in a safe a suitable manner • Ensure adequate lighting is available in overhead storage systems				
Exposure to wood dust	Workers risk respiratory diseases, such as asthma, from inhaling wood dust. Hardwood dust can cause cancer, particularly of the nose	• Wood dust cleared up using a suitable vacuum cleaner, fitted with an appropriate filter • Suitable respiratory protective equipment used when sanding timber or creating wood dust where no mechanical extractors are possible • Appropriate Local exhaust ventilation (LEV) equipment fitted to machinery where practicable with staff trained how to use it				
Hazard to hands from general construction work	Operatives can suffer skin disease and damage including dermatitis by prolonged contact with a range of materials	• A minimum of palm coated gripper gloves to be worn • Waterproof gauntlets to be used for prolonged contact with wet works	Use of gloves to be monitored by supervisor			

		• Avoid direct contact with skin where possible and rinse off with clean water if contact occurs • Use of barrier cream encouraged				
Hazards to hands (manual tools, strike and puncture wounds)	Operatives could suffer strike or puncture injuries from materials and sharp objects they are working with	• Palm coated gripper gloves to be worn at all times • Hammers and percussive hand tools to be in good condition with relevant handguards in place. Visually inspect prior to use • Cold chisels that have mushroomed should be re dressed, and blunt or damaged tools should be repaired or discarded • Follow correct sequence of works so that no debris can land from above	Use of gloves to be monitored by supervisor			
Hazard to hands from cement based products	Operatives can suffer severe burns and skin damage by prolonged contact with cement based products	• It is recommended that operatives use a barrier cream • PVC gloves to be used to avoid direct contact with product • Prolonged contact with cement based products may cause serious chemical burns and dermatitis so hands need to be rinsed off with water after contact				
Puncture wounds in feet (from waste material)	Puncture wounds could be suffered by operatives and public from stepping on sharp objects or timbers that have not been de-nailed	• Site footwear to have steel mid-soles •Timbers and other waste products de-nailed or made safe • Safety signage to be used to warn people of hazards and work area to be cordoned off if practicable	Supervisor to brief operatives to ensure that all timbers are de-nailed and made safe			

		• Ensure walkways are kept free from waste materials • Ensure there is adequate lighting				
Knee damage (from kneeling)	Musculoskeletal problems to knees may occur if body weight is predominantly on knees	• Provision of suitable PPE for knee protection, either in the form of work wear with integral knee protection (recommended), or independent knee pads • Raise work up off the floor when possible to eliminate kneeling or squatting • Avoid remaining in one posture for long lengths of time • Sit on toolbox as oppose to kneeling or squatting where possible				
Knee damage (from cement)	Severe skin burns and damage may occur if cement based products can soak through clothing to knees	• Provision of suitable PPE to prevent skin contact with product, either in the form of work wear with integral knee protection (recommended), independent knee pads, or waterproof membrane • Check PPE once an hour for good working condition • Avoid favouring putting majority of body weight on one knee				
Manual handling	Operatives may receive back and other injuries if correct practices are not adhered to	• Manual handling should be avoided where at all possible, but when required: Raising, lowering, and carrying loads is to be carried out using correct posture and techniques and following the health and safety guidelines for lifting at work. This includes the consideration of how heigh an object is to be lifted and the distance from the torso. • The recommended maximum safe lifting limits when raising a compact object to waist level and close to	All operatives and staff to have manual handling training every three years			

		the torso is 16kg for women and 25kg for men. However, these are only guidelines, and due to individuals having different capabilities, these figures are largely down to an individual's choice, provided they have had manual handling training and are competent. • If the load is to be moved check the route is free from obstacles before starting and use mechanical aids such as stack trucks where possible if applicable. • A load is classified as double handling if it is of irregular shape, obstructs vision, must be manhandled around staircases or other obstructions or if a person doesn't feel confident lifting it.				
Fire / explosion	All operatives in the vicinity could suffer smoke inhalation or burns	• Suitable fire extinguishers/sand buckets to be kept in welfare room and at various points around site if required • No hot works to be carried out without a permit and sign off • Fire risk assessment carried out prior to works commencing • Escape routes, traffic management plan, muster point and importance of signing in book explained at induction and good housekeeping maintained • Use of gas horns to act as fire alarm demonstrated at induction	Supervisor to brief all operatives on first day on emergency arrangements agreed with principal contractor			

Welfare / first aid	Glasses cleaning stations, washing facilities and first aid facilities provide a safer working environment and allow minor cuts and grazes to be dealt with in a hygienic and proper manner	• Principal contractor to provide on-site facilities including • Flushing toilet • Canteen with kettle, microwave and washing facilities • First-aid equipment	Supervisor to brief operatives on facilities and the maintaining of a clean welfare area			
Noise	Operatives and others in the vicinity may suffer temporary or permanent hearing loss from exposure to noise	• Consideration of tools noise output when selecting tools and low-noise tools used where possible • Adequate PPE for noise suppression supplied and used • Operatives tool box talked on noise exposure at induction				
RSIs (Repetitive strain injuries)	Any individual who carries out repetitive tasks may experience pain in various joints and muscle groups.	• Avoid forceful or repetitive tasks where possible • Ensure work area is set up correctly • Avoid arching back or squatting for long periods • Avoid stretching and over reaching				
Electric power	Risk of electric shocks and fire risks including smoke inhalation and burns to people in the vicinity	• Only 110v or cordless power tools allowed on site • 110 power can be received from a generator or a transformer providing an RCD is used • 110v battery chargers are preferred, however mains supply may be used providing an RCD is employed • All chargers, generator and tools to have an in-date PAT test				

		• Leads, tools, plugs and sockets to be visually inspected prior to use				
Generator	People may suffer injuries from C0² inhalation, fire or electrocution	• Generator to be used in a safe outdoor position sited on a drip tray and cordoned off from public • Awareness of exhaust fumes from generator not falling into excavations, buildings or confined spaces when siting generator • Signage used to state that there are electrical and fire hazards and that no smoking or naked flames are allowed • Refuelling on site is strictly prohibited and should be carried out off site • Generator to be serviced annually, visually inspected prior to use and have valid PAT certification				
Hand arm vibration	Exposure to vibration can lead to the development of “vibration white finger” (VWF) and other symptoms	• No tools to be used where exposure levels are at or above the ELV (Exposure Limit Value of 400 points or 5 ms²) • A minimum of palm coated gripper gloves to be worn (EN 388) and work exposure levels in line with tool to be followed • Minimise the length of time vibratory tools and equipment are used in one go by dividing workloads into ten minute slots • All operatives to be given hand arm vibration toolbox talk on induction	Supervisors to attend hand arm vibration awareness training every 3 years			

		• Consideration given to minimising vibration levels when selecting new equipment				
Gas nail gun	Serious puncture wounds eye damage and fatality could occur from misuse of tool	• Operative to be trained and competent in use of gun and keep hands away from workpiece during operation • Correct safety goggles and ear protection to be worn at all times • Gun to be checked visually before use and defective guns to be marked and sent to repair shop • Ensure operatives hands and body parts are kept clear of nail ejection point during operation and maintenance • Wear anti vibration gloves and take regular breaks from continuous operation.				
Hilti gun	Serious puncture wounds eye damage and fatality could occur from misuse of tool	• Operative to be trained and competent in use of gun and keep hands away from workpiece during operation • Correct safety goggles and ear protection to be worn at all times • Gun to be checked visually before use and defective guns to be marked and sent to repair shop • Ensure operatives hands and body parts are kept clear of nail ejection point during operation and maintenance • Wear anti vibration gloves and take regular breaks from continuous operation.				

Gas soldering torch	All operatives in the vicinity could suffer smoke inhalation or burns	• Suitable fire extinguishers to be kept at hand with operatives • No hot works to be carried out without a permit and sign off and Heat mats to be used when carrying out soldering • Use in well ventilated areas as lead fumes are harmful and flux fumes are an irritant to eyes and respiratory system • Ensure all gas canisters are switched off after use and that empty gas canisters are returned to the supplier				
Breaker	Operatives may suffer short term and permanent hearing damage as well as minor and major strike injuries and HAV injuries	• Only trained operatives who are aware of possible harmful effects from jackhammer use such as damage to hearing, HAV injuries, and injury from flying particles of dust or debris to use tool • Use anti-vibration gloves and ensure anti-vibration device is fitted to tool • Tool to be visually inspected prior to use and have current PAT certification • Adequate PPE for noise suppression supplied and used. • Avoid continued use of tool due to vibration and possible HAV injuries				
Planer	Operatives may suffer short term and permanent hearing damage as well as minor	• Tool and cutter to be visually inspected prior to use and have current PAT certification				

	and major strike injuries and HAV injuries	• Consideration of clothing, hair, cable position and jewellery should be made to ensure that nothing can get caught in moving parts • Ensure there is enough room to move around the work piece and that the material is securely clamped where possible • Only trained operatives who are aware of possible harmful effects from using tool such as damage to hearing, HAV injuries, and injury from flying particles plane chippings to use tool • Adequate PPE for noise suppression supplied and used as well as anti-vibration gloves				
Tile cutter	Operatives may suffer strike injuries and eye damage from flying particles	• Tool and cutter to be visually inspected prior to use have correct cutter for the job and have current PAT certification • Correct guard and PPE to be used to prevent strike damage from moving particles • Only trained operatives who are aware of tool kickback, correct blade usage and injury from flying particles to use tool • Consideration of clothing, hair, cable position and jewellery should be made to ensure that nothing can get caught in moving parts				
Angle grinder	Strike injuries and eye damage from flying particles are the main hazard from using an angle grinder	• Tool and cutter to be visually inspected prior to use have correct cutter for the job and have current PAT certification				

		• Correct guard and PPE to be used to prevent strike damage from moving particles and hearing damage • Only trained operatives who are aware of tool kickback, correct blade usage and injury from flying particles to use tool • Consideration of clothing, hair, cable position and jewellery should be made to ensure that nothing can get caught in moving parts • Ensure the workpiece is in a secure position or clamped in place				
SDS percussion drill/chiseller	Wrist sprains, eye and ear damage can occur if correct precautions are not observed	• Tool and drill or chisel buts to be visually inspected prior to use be fit for purpose and have current PAT certification • Consideration of clothing, hair, cable position and jewellery should be made to ensure that nothing can get caught in moving parts • Safety glasses to be worn to protect eyes from impact damage off moving particles and continued use of tool to be avoided due to vibration and possible HAV injuries • Drill to be removed from cutting surface every 30mm of depth when drilling concrete or masonry to prevent particle blow back • Torque settings to be used to prevent muscular sprains is drill bit stalls				
Power tools	A range of minor, major and possibly fatal injuries	• Tools to be visually inspected prior to use and have current PAT certification				

	can be sustained from moving parts of tools and the substances they are working with	• Correct drill bits, saw blades, grinder discs etc… to be used for the job and to be in good condition • No working tool to be forced. i.e. if excessive pressure has to be applied to get a tool to work, the situation has to be reassessed • Correct guards and PPE to be use to prevent impact or cut damage to eyes, face and body. • Consideration of clothing, hair and jewel should be made to ensure that nothing can get caught in moving parts				
Concrete pump	Serious or fatal crushing or strike injuries could occur to site operatives or others in close proximity	• All pumps undergo an annual certified examination and inspected as part of the regular servicing & MOT schedule at approximately 8 week intervals • all hydraulic rams are fitted with lock valves to limit movement should failure occur • Pump operator to ensure outriggers are extended to the correct position with sole plates used below outrigger feet and adequate space available for the PUMI, and for the full deployment of its outriggers (min. 4m width across back of cab) • Pump and boom to be operated using RCU where visibility is good with site area to be free from foot and vehicle traffic when unfolding/ folding, and positioning of the boom • Ensure air is not sucked into the concrete hopper and compressed by keeping hopper levels				

		maintained at the correct level and that air is not sucked into pipe joints and compressed by keeping pipe seals clean and in good order				
Risk of excavation collapse	Serious or fatal injury could occur if excavation collapses in on worker	• Appropriate ladders, correctly secured and extended one metre above floor level, should be used to enter and exit the excavation • Adequate shoring or battering of the sides to a suitable angle to prevent collapse • An exclusion zone around excavation of 5 metres for vehicles and plant while someone is working in excavation • Use of temporary side support for excavations over 600mm • Surface water to be channelled away from excavation				
Plant contacting with other plant, vehicles or people	Serious or fatal injury could occur should the working space or tail swing be misjudged	• Ensure good all round visibility from operator's position. All mirrors, CCTV, etc should be fitted, adjusted and maintained to provide a clear and optimum field of view • Operator must be trained in the use of the particular machine and hold a recognised certificate of training • Use a banks man / spotter / slinger when in constricted areas or when view is limited • Consider ground conditions and machines limitations	• Confirm communication signals prior to work commencing • Ensure there is adequate clearance for the machine to slew (at least 600mm)			

		• Do not exceed machines load capacities when lifting or moving materials				
Hazard from falling or dislodged loads off plant machinery	Crushing injuries could occur from materials that become dislodged and fall from machine	• Do not exceed the load capacities when lifting or moving materials • People working in vicinity of machine must wear hard hat and high vis clothing • Stay outside the operating area and from under suspended loads • Do not approach the machine unless the operator has acknowledged that it is safe to continue • Ensure un balanced loads and lifts are mechanically secured to machine				
Hazard off buried services	Electrocution could occur from a buried services strike	• Ensure principal contractor has surveyed for buried services • Use locators to trace any services. Mark the ground accordingly • Works not to commence until principal contractor gives the green light • Look around for obvious signs of underground services, eg valve covers or patching of the road surface • Be aware that blinding sand, or fines is an indicator of buried services				
Stihl Saw	Strike injuries and eye damage from flying particles are the main	• Tool and cutter to be visually inspected prior to use have correct cutter for the job and have current test certification				

	hazard from using a Stihl Saw	• Correct guard and PPE to be used to prevent strike damage from moving particles and hearing damage • Only trained operatives who are aware of tool kickback, correct blade usage and injury from flying particles to use tool • Consideration of clothing, hair and jewellery should be made to ensure that nothing can get caught in moving parts				
Psittacosis, Salmonella and other diseases carried by micro-organisms	Operatives removing or working close to bird droppings and others in vicinity of contaminated dust or water vapour	• Infested area to be sprayed down with a solution of 1 part bleach to 10 parts water • Bleach solution to be allowed to soak into infested area until no dust is present on removal • Pressure washers to be avoided when removing droppings • Correct PPE to be worn at all times				
Hot roof works	Operatives at risk from hot liquids, fumes and flame	• No hot works to be carried out without the correct permit been issued and signed off at end of day • Seal off air intakes and roof openings to prevent fumes entering the building • Have suitable fire extinguishers in close proximity • Correct PPE to be worn at all times				
Burns, fire and smoke inhalation from heat gun	Operatives and others in close proximity may suffer burns from heat	• No hot works to be carried out without the correct permit been issued and signed off at end of day				

	gun or fire and smoke inhalation	• Don't point airflow towards yourself or allow the hot metal diffuser to touch clothing or skin • Don't use near flammable or combustible materials • Allow to cool before storage • Ensure the air intake is unobstructed by clothes or debris				
Struck by ejected object or substance when using washer	Operatives and others in close proximity may suffer strike wounds from objects or substances	• No hot works to be carried out without the correct permit been issued and signed off at end of day • Don't point jet flow towards yourself or others • Only trained operatives who are aware of tool kickback and pressure may use machinery • Machine, cables, hoses, wands and connectors to be inspected prior to use				
Substance Risks						
Brick dust	Irritating to respiratory system and skin	• Correct respiratory and eye PPE for the task and gripper gloves				
Bleach	Harmful by inhalation, in contact with skin and if swallowed, irritating to eyes and respiratory system, may cause lung damage if swallowed, vapours may become toxic if liquid contacts acid	• PPE not normally required however vapours may become toxic if liquid contacts acid so a 10 minute per hour working exposure limit is to be observed in well ventilated areas • Chlorine sensitive individuals not to work with product as it may cause bronchospasm • Do not use in unventilated confined spaces	Supervisor to ensure all employees have read relevant COSHH Assessment and signed register prior to works commencing			

Brick&Patio Cleaner Acid	Irritating to eyes, respiratory system and skin and may cause irritation and chemical burns at the site of contact	• Goggles or face masks to be used as well as arm and leg protection and wellington boots • Any contaminated areas to be washed immediately with copious amounts of fresh water • Do not use in unventilated confined spaces	Supervisor to ensure all employees have read relevant COSHH Assessment and signed register prior to works commencing			
Brick&Patio Cleaner ECO	Mildly irritating to eyes and skin	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Any contaminated areas to be rinsed off with water	Supervisor to ensure all employees have read relevant COSHH Assessment and signed register prior to works commencing			
Carpet Cleaner	There may be irritation to eyes and mild irritation at the site of contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Any contaminated areas to be rinsed off with water	Supervisor to ensure all employees have read relevant COSHH Assessment and signed register prior to works commencing			

Cement	Irritating to respiratory system and skin and may cause chemical burns, risk of serious damage to eyes, may cause sensitisation by skin contact	• Avoid respirable dust by using a mask and goggles and loading cement mixers etc.. By standing up-wind of product • Any contaminated areas to be washed immediately with copious amounts of fresh water • The use of barrier cream and latex gloves underneath gripper gloves to be encouraged				
Cement Dye	May cause eye and chest irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • When adding to mix, do so carefully to avoid release of respirable dust				
Ceramic Tile Adhesive	May cause drying of skin and/or irritation and is irritating to eyes	Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Ceramic Tile Grout	If brought into contact with the skin it may cause significant inflammation with erythema, scabs, and oedema, may cause sensitisation of the skin, eye and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Contact Adhesive	Inhalation of vapours has a narcotizing effect, may also irritate skin and eyes	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Do not use in confined or unventilated spaces • Use of latex gloves to be encouraged				
Cream Cleaner	There may be irritation to eyes on contact and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

Decorators Caulk	There may be irritation to eyes on contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Detergent	Prolonged contact may cause skin irritation and eye irritation may occur on contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Diesel	Harmful by inhalation, in contact with skin and if swallowed. Irritating to eyes and respiratory system. May cause lung damage if swallowed. Vapours may cause drowsiness and dizziness.	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Disinfectant	May cause eye irritation on contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Dri-Wall Adhesive	Powder or dust may irritate the respiratory system, skin and eyes	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid direct contact with skin and wash affected areas with fresh water • Avoid raising dust when mixing				
Dulux Trade Aluminium Wood Primer	May cause drying or cracking of skin, irritation and sensitisation, has a narcotizing effect and vapours may cause drowsiness and dizziness, may cause serious eye damage	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Dulux Trade Stain Block Plus	Risk of absorption through unbroken skin,	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

	may cause skin and respiratory irritation and possible eye damage on contact, contains Cobalt Carboxylate, may produce an allergic reaction					
Dust	Irritating to respiratory system and skin with risk of impact damage to eye	• Avoid vigorous brushing and the correct respiratory and eye PPE for the task to be worn				
Dust from Cutting Cement and Bricks	Irritating to respiratory system and skin with risk of impact damage to eyes, risk of vibration diseases due to using power tools	• Water suppression system to be used, the correct respiratory and eye PPE for the task and gripper gloves or anti-vibration gloves to reduce vibration damage, time spent working with tool as per manufacturers guidelines				
Dust from Old plaster or render	Irritating to respiratory system and skin	• The correct respiratory PPE for the to be used				
Expanding Foam	May cause irritation and sensitisation to contact points, irritation to eyes and respiratory system	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid contact with the skin				
Expanding Foam Fire Rated	May cause irritation and sensitisation to contact points, irritation to eyes and respiratory system	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid contact with the skin				
Fernox Central Heating Cleaner	May cause mild skin irritation, eye and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Floor Adhesive Acrylic	May produce chemical burns with prolonged contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

Fumes from hot Asphalt	May cause irritation of the respiratory tract	• Avoid fume contact where possible and ensure the correct respiratory PPE is used				
Furniture Polish	May cause skin, eye and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Glass Cleaner	May cause eye irritation on contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Gripfill	Prolonged contact to vapours may cause drowsiness, dizziness, disorientation, vertigo due to narcotizing effect, may cause skin and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid contact with the skin				
Gripfill Solvent Free	May cause skin and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid contact with the skin				
Hand Wipes	No known health risks but may cause eye irritation on contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Heavy Duty Degreaser	No known health risks but may cause eye irritation on contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Hydraulic Lime	Irritating to respiratory system and skin, risk of serious damage and chemical burns to eyes, may cause chemical burns by skin contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid direct contact with skin and wash affected areas with fresh water • Avoid raising dust when mixing				
Latex Screed	Irritating to respiratory system and skin, risk of serious damage to eyes,	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

	may cause sensitisation by skin contact					
Lead Solder	Eye tissue could be damaged by metal and may be fatal if swallowed or inhaled	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Machine oil	Harmful by inhalation, in contact with skin and if swallowed. Irritating to eyes and respiratory system. May cause lung damage if swallowed. Vapours may cause drowsiness and dizziness.	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Mitre Adhesive Activator	Prolonged and repeated contact with solvents over a long period may lead to permanent health problems, the severity of the symptoms described will vary dependant of the concentration and the length of exposure, organic solvents may depress the central nervous system causing dizziness and intoxication, and at very high concentrations unconsciousness and death	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

Mitre Adhesive Superglue	May cause skin, eye and respiratory irritation, dizziness and drowsiness	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Mortar Plasticiser	May cause drying of skin, chemical burns, irritation to skin and respiratory system and skin sensitisation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid direct contact with skin and wash affected areas with fresh water				
Mortar Waterproofer	May cause eye, skin and respiratory irritation as well as skin sensitisation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid direct contact with skin and wash affected areas with fresh water				
Multi finish	Plaster powders/dust may irritate sensitive skin as an alkaline solution may be produced on contact with body moistures.	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment • Avoid direct contact with skin and wash affected areas with fresh water • Avoid raising dust when mixing				
Multi Surface Cleaner	There may be mild irritation to skin and respiratory system	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Oil	Harmful by inhalation, in contact with skin and if swallowed. Irritating to eyes and respiratory system. May cause lung damage if swallowed. Vapours may cause drowsiness and dizziness.	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Petrol	Harmful by inhalation, in contact with skin and if	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

	swallowed, irritating to eyes and respiratory system, may cause lung damage if swallowed, vapours may cause drowsiness and dizziness					
PVA	May cause dermatitis, conjunctiva irritation and mild corneal opacity and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Sewage	Operatives may suffer from gastroenteritis, and potentially could be infected with hepatitis and leptospirosis (Weil's disease)	• Waterproof and abrasion-resistant gloves to be worn at all times • Steel toe capped wellington boots to be used • Face visors to be used against splashes • No smoking, eating, drinking or hand to face contact allowed on site or before removal of gloves and thoroughly washing hands				
Silicone sealant	May cause skin, eye and respiratory irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment .				
Soldering Flux Paste	May cause skin and respiratory irritation and chemical burns to eyes	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Solvent Cement	Has a narcotizing effect and vapours may cause drowsiness and dizziness, repeated exposure may cause skin dryness or cracking,	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

	irritating to eyes and respiratory system					
Solvent Cleaner	Harmful by inhalation, in contact with skin and if swallowed, irritating to eyes and respiratory system, may cause lung damage if swallowed	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Sugar Soap	May cause skin irritation	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Tarmac	May cause sensitisation by skin contact	• Waterproof and abrasion-resistant gloves to be worn at all times				
Thinners	Harmful by inhalation, in contact with skin and if swallowed, irritating to eyes and respiratory system, may cause lung damage if swallowed	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Thistle Bonding Coat	Harmful by inhalation, harmful if swallowed, irritating to eyes, irritating to respiratory system, repeated exposure may cause skin dryness or cracking	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Two stroke oil	May cause sensitisation by skin contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				
Wall Paper Adhesive	May be eye irritation on contact	• Follow manufacturer's instructions and use guidance set out in COSHH Assessment				

2) Risk awareness for areas where asbestos could potentially be discovered

Please note that this Risk Assessment is designed to make you aware of areas where asbestos could potentially be within your work environment.

It is not an exhaustive list, but is designed as a guide to help you remember which products may contain asbestos in your work environment, and consequently which products shouldn't be disturbed.

Any industrial or residential building, built or refurbished before the year 2000 may contain asbestos, and, if you suspect that you've discovered asbestos, stop work immediately and inform a supervisor or manager.

In this document AIB is the acronym for Asbestos Insulation Board

Potential hazards	Where this may be found
Asbestos cement downpipes and gutters	Found on roof lines and between roof and gutter If unpainted it is usually easy to spot by its colour If painted, it looks like a cast iron product
Asbestos cement soil and vent pipes. Residential	Usually on exterior of building but may be internal especially on maisonettes, flats and Town Houses. If unpainted it is usually easy to spot by its colour If painted, it looks like a cast iron product
Asbestos cement soil and vent pipes. Commercial	Usually on interior of tall buildings as no access equipment is needed to service or maintain but may be externally fitted If unpainted it is usually easy to spot by its colour

	If painted, it looks like a cast iron product
Asbestos cement flue pipes. Residential	Flue pipes usually take the shortest route from boiler to exterior either through a wall or the roof space Usually left unpainted when exiting through roof so easier to spot Often boxed in or painted internally
Asbestos cement flue pipes. Commercial	Flue pipis have to carry exhaust gas from a boiler room to the outside, and by the nature of commercial buildings, they can have complex designs Often spray coated, painted or boxed in If boxed in the material usually used is asbestos cement sheets Any boxing in may have been decorated as building has been maintained
Asbestos cement vent pipes	Mainly used in commercial buildings to transport cooled air in air conditioning systems Almost always boxed in, sometimes with asbestos cement sheets Any boxing in may have been decorated as building has been maintained
Textured decorative coatings	Artex is the main culprit and the only way to tell if it contains asbestos is to get it tested Found on both ceilings and walls
AIB ceiling tiles	Mainly found in commercial buildings and offices due to being able to hide cables above ceiling tray Rarely found in residential buildings as most has been removed due to going out of fashion
Asbestos cement water tanks	Usually found in roof spaces

Bakelite	Toilet cisterns and seats, old light fittings and switches and many other components Looks like plastic, and is usually dark brown or black and contains asbestos
Sprayed coatings	Mainly found in commercial buildings as most homes have plastered walls Sprayed coatings were used on walls, ceilings and beams as a fire retardant and insulator
Lagging	Used as an insulation material on pipes in both residential and commercial properties Also used on boilers, but this was mainly the larger commercial type
AIB bath panels	End and side panels for baths May have been decorated, tiled or cladded
AIB backing board	Found behind fuse boxes, consumer boards, behind and around boilers, in airing cupboards and behind fires
Loose fill insulation	Used in all property types as an insulation Can be found in loft spaces, under floor boards and in cavity walls
Vinyl floor tiles and adhesive	Predominantly a 150 x 150mm tile approximately 2mm thick Once a popular choice of flooring for kitchens and bathrooms in residential properties Used extensively in commercial properties for most floors and corridors Both the tile and adhesive may contain asbestos May be hidden under newer floor coverings
AIB in partition walls and fire doors	Used as a fire stop inside of both products
Asbestos cement roofs	Usually corrugated panelled roofs that are bolted or screwed to joists

	Are brittle and fragile and were popular for farm out buildings as well as garage and commercial roofs
Roofing felt	Used for most flat roof applications and sometimes under shingles Mainly used from the early 1900's to early 1980's
Soffits	Either AIB of asbestos cement board Uses as a soffit and may be ventilated or whole May be painted to match surrounding timbers
Window panels	Found in all building types both interior and exterior Where a window frame is high level to floor but there is only glass in the top half The bottom half is often painted on the outside and decorated or plastered on the inside
Textiles	Ironing board fabric, oven gloves, heat mats, fire blankets aprons. The list goes on Any old fabric that has heat resistant properties is suspect
Gaskets, seals and paper	Often used in boilers and as seals on wood burners Paper also used as liner for floorings and roof coverings may be hidden under existing floor coverings

3) Method statement for underground drainage

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Install underground drainage with inspection chamber
3) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Install underground drainage with inspection chamber (Presuming trenches are already dug)

1) Lay pea gravel in trenches to a depth of 100mm to provide an adequate support bed.
2) Site the inspection chamber so that is aligned to the correct water flow.
3) Lay the pipe runs on the pea gravel in their approximate positions to decide which fittings are required and their positions.
4) Mark and cut pipes then chamfer an approximate 45° angle with a cordless angle grinder.
5) Use a spray or gel lubricant on the seals then push the fittings into place.
6) Continue connecting fittings and pipe runs including bottle gullies or other drains.
7) Connect clay to plastic using band seals, ensuring that joints are as small as possible.
8) Add risers to the inspection chamber as required.
9) Backfill with pea gravel to cover the pipe then with soil to finished ground level.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
2) Staff will leave area clean and tidy at end of shift

4) Method statement for underpinning

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Underpinning
3) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Underpinning

1) Mark out the first work sections that building control will inspect using line paint or timber stakes from information on engineers drawing.
2) Fit acro props and strong boys in positions specified on engineers drawing.
3) Break out concrete flooring and remove slabs, tarmac etc… to a distance of 1500mm away from work area.
4) Begin removing soil in layers of 200mm from 1500mm away from work area to existing wall.
5) As work progresses keep the trench sides upright and square and form soil steps with a 300mm going and rise.
6) Cut and place scaffolding boards onto soil step treads as they are formed.
7) Continue using this process until the trench is the correct size and depth.
8) Form and fit shuttering works.
9) Contact supervisor to arrange a building control inspection.
10) Once inspected and passed, pump in specified mix of concrete to correct depth.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

5) Method statement for brick and blockwork

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Setting out
3) Basic workmanship
4) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Brick work, setting out

1) Load out bricks close to work area.
2) Transfer mortar to spot board.
3) Set out windows and doorways as per contract drawings.
4) Ensure all settings are level and plumb.

Brick work basic workmanship

1) All common, facing and engineering brickwork shall be laid to bond and course to match existing unless otherwise specified.
2) The work shall be carried up true and perpendicular and in regular stages, no part being raised more than 1m [or 12 courses] above another part whilst it is proceeding.
3) The work shall be solidly and evenly built and all joints shall be solidly bedded.
4) Broken bricks shall not be used except where legitimately required for bond.
5) All brickwork shall be level and perpends strictly true.

6) Faced work shall be kept perfectly clean and no rubbing down will be allowed.
7) The gauge of common and engineering brickwork shall be four courses and four joints to 300mm.
8) The gauge of facing brickwork shall match the gauges of the facing brickwork existing.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
2) Staff will leave area clean and tidy at end of shift

6) Method statement for cleaning brickwork

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Cleaning brickwork with acid cleaner
3) Cleaning brickwork with Eco cleaner
4) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Acid clean brickwork

1) There are many dangers present when using an acid brick cleaner and extreme caution is needed whilst carrying out the job. Read COSHH assessment first and ensure the recommended PPE is used.
2) Ensure a copious supply of water is at hand prior to works commencing.
3) Depending of strength of cleaning acid, it may need to be diluted with water as per manufacturer's instructions. If this is the case, always add acid to water and never the other way around.
4) Whether the acid needs diluting or not it will need to be poured into a bucket for safe application. Ensure that the bucket is never more than a quarter full as this will help prevent accidental splashes.
5) Wet down walls prior to using acid solution with copious amounts of water.
6) Apply the acid cleaner with a builders or scrubbing brush.
7) The porosity and make up stone or brick that you are cleaning will dictate the amount of time the acid can be in contact with it. For instance, a natural stone wall can be permanently stained by strong undiluted brick acid in jest a few moments. Do a test area and do not keep solution in contact with work area for too long.

8) After the acid solution has been on the brickwork for a short while (Usually until it has stopped creating bubbles), use a stiff brush to clean off the offending mortar.
9) Rinse off work area and surrounding with copious amounts of water.

Eco clean brickwork

1) Ensure a copious supply of water is at hand prior to works commencing.
2) Depending of use of solution, it may need to be diluted with water as per manufacturer's instructions.
3) Whether the solution needs diluting or not it will need to be poured into a bucket for safe application. Ensure that the bucket is never more than a quarter full as this will help prevent accidental splashes.
4) It is essential to thoroughly wet porous surfaces before application and to rinse afterwards to remove all trace of cleaning solution.
5) Do not use on calcareous materials such as marble and travertine.
6) Apply the solution with a brush of spray. (Avoid using fine mist spray setting).
7) Take care when applying next to decorative finishes or metals, and immediately rinse off if contact occurs.
8) Leave the solution to react for 5 to 10 minutes then scrub clean with a brush and copious amounts of clean water. Rinse off work area and surrounding with copious amounts of water.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

7) Method statement for pointing and repointing

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Repoint brickwork
3) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Repoint brickwork

1) Sound mortar normally does not need to be removed from a building during a repointing process, however, ask the site manager for the specifics prior to commencing.
2) Create 5 Nr sample mortar mixes based on the age and type of building, architects details and clients or project manager's knowledge prior to raking out. Label the mixes and once cured used the mix with best colour match.
3) Removing existing mortar to a depth of between 10 and 28mm using a 110v mortar rake or mortar wheel, ensuring that dust extraction is used for either tool.
4) Wet down brickwork and joints with copious amounts of water.
5) Using a pointing trowel fill joints with new mortar.
6) Finish pointing in existing style or as to project manager's specs. E.g. Flush, Struck, Recessed…
7) Brush surrounding brickwork clean as required.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

8) Method statement for block paving

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Excavate and lay blocks
3) Finishing

Step by step process
Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Excavate and lay blocks

1) Excavate ground area as required and dispose of spoil.
2) Lay out geo-membrane if stipulated on drawing.
3) Spread and compact 100mm of type 1 sub base unless otherwise stipulated.
4) Mark out perimeter, edge and kerb lines with taught string.
5) Set the retaining edges in 75mm of haunched concrete.
6) Lay and compact a 40mm deep sharp sand bed then rake loose the top 10mm.
7) Working from datum line lag whole blocks as drawing states.
8) Scribe and cut in to retaining edges as required.
9) Spread kiln dried jointing sand over the new block work with a soft broom.
10) Use a vibrating plate compactor to compact the new block work allowing 4 to 6 passes over each area with each alternative pass been 90° to the previous one.
11) Sweep off excessive jointing sand.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift. Staff will leave area clean and tidy at end of shift

9) Method statement for laying slabs

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Prepare ground
3) Laying slabs
4) Finishing

Step by step process
Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Prepare ground

1) Remove all traces of top soil and dig down to a depth of 180mm below the finished slab level.
2) Cut out any tree roots that impede the works.
3) Remove nearby shrubs if required.
4) Lay 100mm of type 1 and compact.

Laying slabs

1) Set up two string lines at a height of 80mm above the type 1 sub base ensuring they are taught, parallel and the same width as the slabs.
2) Using sharp sand and cement mix a 1:6 mortar and shovel a 40mm gauge onto the sub base.
3) Drag the corner of a shovel through the laid mix to create wave effects on the surface.
4) Lay the slab flat and tap into place using a rubber mallet ensuring it is level and square.
5) Continue laying slabs as above.
6) Return the following day for any concrete haunching, or granno work.
7) Point up joints with a 1:3 mix pushed into joints with a brush finish.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
2) Staff will leave area clean and tidy at end of shift

10) Method statement for fencing

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Clear ground and fit fence posts
3) Fit fence panels to concrete mortice posts
4) Fit arris or cant rails
5) Fit F/E boards or pales
6) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Clear ground and fit fence posts

1) Clear ground by removing any debris, shrubs, long grass etc.. that is in the way of new fence position.
2) Use a string line to mark the position of the new fence along the floor.
3) Depending on the type of fence you will need to measure the panels, gravel boards, arris or cant rails to determine the positions for the new posts.
4) Mark out the positions of the new posts by hammering timber into the ground then remove the string line.
5) Remove the first marking timber and use a post shovel to dig a hole approximately 30mm in diameter and at least 600mm deep.
6) Make a 1:3 mix of OPC to sand and gravel, thoroughly mixed to a paste like consistency.
7) Place post in hole and carefully add 150mm of concrete ensuring that the concrete doesn't come into contact with the post above ground level. Then line and level post to desired position using the post shovel to move the bottom of the post if required.

8) Completely fill the remainder of the hole with concrete to a level of 100mm below existing ground level.
9) Tamp down the concrete ensuring that the post is level and in the correct position.
10) If fitting timber posts add further concrete to the hole to a depth of 30mm above ground level, then use a trowel to smooth the concrete that is above ground into a dome like shape allowing rainwater to flow away from the post.
11) If fitting concrete posts add further concrete to finished ground level and smooth to finish with a trowel allowing the gravel boards to meet the floor.
12) If concrete gravel boards are being used, ensure the ground is level between posts and place them in position as the concrete posts are fitted.

Fit fence panels to concrete mortice posts

1) Using a 500mm hop up, two men should raise the panel above post height and slide the paned into the concrete mortices.

Fitting arris or cant rails

1) Cant rails can be slotted in between concrete mortice posts, drilled and bolted to concrete posts or drilled and screwed to timber posts.
2) Arris rails can be slotted in between concrete mortice posts, fitted as a tenon into timber posts as the fence is erected or slotted into birds mouths cut into timber posts.

Fitting F/E boards or pales to rails.

1) Use 75mm annular bright ring fencing nails and nail first board to beginning of fence ensuring that the board is level.
2) Screw a temporary board to the fence approximately two meters away from the first one using a spirit level to ensure the height of the boards are the same.
3) Fix a taught string line between the two boards to act as a datum.
4) Nail feather edge boards ensuring they are upright, set to datum and have a 25mm overlap.
5) Nail palisade fencing pales ensuring they are upright, set to datum and have equal gaps.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
2) Staff will leave area clean and tidy at end of shift

11) Method statement for hedge cutting, strimming and lawn works

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Hedge cutting
3) Strimming
4) Lawn mowing
5) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Cutting hedge

1) Remove any obstacles and trip hazards within the work area.
2) Check blades for correct lubrication prior to work commencing.
3) Using a hedge trimmer, start at the bottom and work upwards in smooth, continuous swatches ensuring that the blade is parallel to the hedge allowing the cut foliage to fall away.
4) Clear the work area as you progress and before access equipment is used if required.
5) Trim the top of the hedge last and brush/rake cuttings onto floor.
6) Ensure that power and/or fuel stop taps are switched off after use.
7) Use a leaf blower, brush or grass rake to collect hedge trimmings.

Strimming

1) Remove any obstacles and trip hazards within the work area checking for stones, wire and other debris.
2) If the strimmer has an integral harness, ensure that it is fitted correctly and is tight but comfortable.
3) Start petrol strimmers on the ground and once running attach to harness if required.
4) If applicable ensure that the fuel tank is kept in an upright position.
5) When using the strimmer work with a sweeping sideways motion ensuring not to excessively twist the back.
6) If strimmer becomes clogged or unbalanced with debris, stop work immediately, isolate power and remove debris.
7) If the strimmers cutter requires replacing, stop work immediately, isolate power and replace cutter.
8) Ensure that power and/or fuel stop taps are switched off after use.
9) Use a leaf blower, brush or grass rake to collect trimmings if required.

Lawn mowing

1) Remove any obstacles and trip hazards within the work area checking for stones, wire and other debris.
2) Disengage relevant drive clutched and blades prior to starting the mower.
3) Ensure that mower is situated on level ground prior to starting.
4) Ensure that the minimum finished grass height after cutting is at least 20mm.
5) Grass to normally be cut in parallel straight lines.
6) Grass to be cut with a minimum of overlap allowing the creation of light and dark green lawn stripes.
7) Grass not to be cut by pulling mower towards you.
8) If a machine is to be used without a grass collection box, ensure the cuttings are not thrown on to an area of grass that still requires cutting.
9) In wet conditions, mowers cannot be used on a gradient greater than 2:1.
10) On completion, all hard-standing areas, public footpaths, road and rights or way to be left clear and free from debris.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

12) Method statement for general plumbing works, pipe connections, transport and storage.

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Storage and transport
3) Pipe installation
4) Pipe connections
5) Gas connection
6) Fitting accessories, end user appliances and radiators
7) Fixing methods for appliances
8) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Storage and transportation

1) All pipes whether on site, in vehicles or at a yard must be stored in the correct manner to avoid damage to pipe diameters or exterior coatings.
2) Ends of pipes are particularly vulnerable and must be plugged or wrapped in poly sheet.
3) A clean frost free and dust free environment with adequate and appropriate racking should be used where pipes can be segregated by type and size and smaller bore pipes are to be stored at higher levels.
4) Mobile pipe storage racks should always be braked when not in transit.
5) Pipe carrier tubes for vehicles should always be secured and the end caps should be key locked prior to transport.
6) Fittings should be should be sorted and stored by size and type.

Pipe installation

1) Pipes should be checked for damage prior to use and, marked lightly with a pencil and cut using the appropriate tool.
2) 15 and 22mm copper should be cut with a pipe slice as the preferred method.
3) Plastic water pipes with the exception of underground should be cut with a tube cutter or plastic pipe cutter.
4) Waste pipes and underground should be cut with a hand saw as the preferred method.
5) Cut ends of pipework should be prepared correctly prior to installation.
6) Pipework fitted to or in substructures, including walls and chamber joists, should be carried out in accordance with current regulations.
7) Pipe runs, particularly surface runs should take into account and have a minimum effect on the buildings use.
8) Pipe lagging, insulation, clips, saddles, supports, anti-corrosion tapes, and wall sleeves should be used and fitted as required and be of the correct specification.
9) Pipes used should be of the correct specification for their intended use.
10) Underground drainage pipe work should be sited on pea gravel and blinding sand.

Pipe connections

1) Connecting pipes or fitting to a fixture or valve shall be carried out following the manufacturer's instructions and using the appropriate fittings.
2) Compression fittings on copper tube should have the cut ends deburred and cleaned then inserted to the shoulder. Tightening to compress the olive should allow for the fitting to be watertight but not distorted.
3) Push fittings cannot be used on conjunction with chromed pipework.
4) When plastic pipe is connected to a fitting, fixture or valve, a pipe insert of the correct size must be used.
5) Pipework in push fittings must be inserted into the collar until it reaches the pipe stop.
6) Twist lock fittings are to be tightened immediately after pipe insertion.
7) Copper tube, end feed and Yorkshire fittings, are to be cleaned with wire wool prior to use. Flux and a heat mat should be used as required, and the cleaned tube end should be inserted into the fitting until it reaches the pipe stop. The finished soldered fitting should be cleaned after the joint is complete.
8) Solvent weld pipe and fittings should be deburred and cleaned then have a liberal amount of solvent weld applied before the pipe is inserted into a fitting until it reaches the pipe stop.
9) Running outlets, socket, spigots downpipe connectors should be secured in place using a stainless steel self-tapping screw as required.
10) The pipe work for underground drainage fittings should have the cut ends chamfered and cleaned prior to insertion. The pipe should be fully inserted to the pipe stop and pipe lubricant should be used. Underground works should meet current regulations and be inspected by Building Control as required.

Gas connections

1) Gas works are carried out using standard pipe fitting techniques, however before works, all internal and associated gas mains must be tested for soundness.
2) If any gas leak is detected it must be reported for repair.
3) Correct isolation, purging cross bonding and other methods as set out in the Institute of Gas Engineers & Managers technical specifications are to be used by a qualified installer.
4) Drop tests are to be carried out after completion of all works and a Gas Safety Record is issued.

Fitting accessories, end user appliances and radiators

1) For maintenance purposes, accessories and appliances shall have isolation valves fitted as required.
2) Check valves and non-return valves are to be installed as required.
3) Care shall be taken not to damage finished surfaces of accessories appliances and radiators.
4) Radiators to be fitted with the correct lock shields and radiator valves as required.
5) All radiator fixing brackets, appliances and accessories should be fixed securely using following manufacturer's instructions and using the methods set out below.

Fixing methods for appliances

1) The correct fixing type and size, such as a brass slotted screw or a stainless-steel bolt should be used for each appliance.
2) Chemical fixings such as 'No More Nails', only to be used if agreed with project management first.
3) For brick or concrete block constructed walls use plastic wall plugs and screw threaded mechanical fixings.
4) For light weight block walls use universal fixings or wall plugs and screw threaded mechanical fixings.
5) For timber stud walls, locate timber studs as a preference, and use wood screws, or if fixings need to be made where there are no studs, use plasterboard fixings including toggle bolts, and self-drills.
6) For metal stud and track partition walls use plasterboard fixings including toggle bolts, and self-drills.
7) For lathe and plaster walls, locate structural timbers as a preference, and use wood screws, or if fixings need to be made where there are no studs, use toggle bolts.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
2) Staff will leave area clean and tidy at end of shift.

13) Method statement for removing a bathroom suite

Scope of Works
This method statement describes the work process for the following

4) Start of works
5) Isolate mains
6) Removal of bath
7) Removal of WHB
8) Removal of WC
9) Finishing

Step by step process

Start of works

8) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
9) Sheet up and protect work area and surrounding, including signage and barriers as required.
10) Visually inspect work area and only begin works if it is a safe working environment.
11) Cordon off work area if required to do so.
12) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
13) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
14) Do not leave tools and equipment unattended at any time.

Isolate mains

10) Isolate incoming cold-water supply at internal stop tap.
11) If internal stop tap is perished or faulty, use a stop tap key to isolate property from road.
12) Drain water out of system from the lowest point and disconnect appliances from pipework ready for removal.

Removal of bath

1) Disconnect waste pipe from trap.
2) Disconnect the taps at swivel couplers.
3) Unscrew any fixing brackets, foot screws and sole plates as required.
4) Peel of silicone sealing bath to wall.
5) Remove bath to safe location.

Removal of WHB

1) Disconnect waste pipe from trap.
2) Disconnect the taps at swivel couplers.
3) Unscrew any fixings securing pedestal to floor and basin to wall.
4) Peel off any silicone sealing WHB to pedestal and wall.
5) Remove WHB and pedestal to safe location.

Removal of WC

1) Disconnect the supply from the ball valve.
2) Remove fixings securing cistern to wall.
3) Disconnect the overflow pipe and remove the cistern to a safe location.
4) Unscrew WC from floor and remove to a safe location.
5) Seal soil pipe with sheet plastic and tape to prevent odours rising.

Finishing

6) All tools and equipment will be cleared to secure storage at the end of each shift
7) Staff will leave area clean and tidy at end of shift

14) Method statement for fitting bathroom suite

Scope of Works
This method statement describes the work process for the following

10) Start of works
11) 1st fix
12) Make up bath and WHB
13) Make up WC and cistern
14) 2nd fix
15) Finishing

Step by step process

Start of works

15) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
16) Sheet up and protect work area and surrounding, including signage and barriers as required.
17) Visually inspect work area and only begin works if it is a safe working environment.
18) Cordon off work area if required to do so.
19) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
20) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
21) Do not leave tools and equipment unattended at any time.

1st fix

13) Cut back and / or remove existing pipe runs and waste as required by client or sufficiently to enable new connections.
14) Mark out new pipe and waste runs on wall using drawing.
15) Install all new waste and pipe runs to suite new installation ensuring pipe clips are used every 1000mm and not further than 100mm from a corner.
16) Lag all pipework that will run behind bath now while the access is easy.

Make up bath and WHB

6) Connect the traps, taps and overflow using the correct manufacturer's seals, hats, washers and swivels.
7) Fit legs to bath frame and offer bath into position.
8) If floor is in poor condition, secure a 650 x 18 x 100mm length of exterior ply to bath legs prior to levelling.

9) Place pedestal on floor and offer WHB into position ensuring it is level and true.
10) Mark fixing holes on wall, remove WHB, drill fixing holes then replace and secure to wall.

Make up WC and cistern

6) Assemble the siphon and valve into the cistern as required.
7) Offer pan into position and mark fixing position on floor.
8) Remove pan and drill through floor if required, offer back in place fit pan connector, secure to soil pipe and fix in position.
9) Offer cistern to wall and mark fixing positions.
10) Remove cistern, drill through wall, offer back in position and fix in place ensuring it is level and true.

2nd fix

8) Connect all copper pipe runs to sanitary ware as required using service valves and swivels.
9) Connect overflows and all waste pipes to traps.
10) Turn on the mains water and check for leaks.
11) Fill bath and WHB above overflow points to check they are working correctly.
12) Silicone seal the bath and WHB to wall.

Finishing

13) All tools and equipment will be cleared to secure storage at the end of each shift
14) Staff will leave area clean and tidy at end of shift

15) Method statement for power flushing

Scope of Works
This method statement describes the work process for the following

16) Start of works
17) Power flush to boiler upgrade
18) Power flushing
19) Finishing

Step by step process

Start of works

22) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
23) Sheet up and protect work area and surrounding, including signage and barriers as required.
24) Visually inspect work area and only begin works if it is a safe working environment.
25) Cordon off work area if required to do so.
26) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
27) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
28) Do not leave tools and equipment unattended at any time.

Power flush to boiler upgrade

1) If an existing boiler is operational yet is to be upgraded, it is recommended to carry out any new installations or repair work with the exception of the boiler upgrade. Then power flush the system before the boiler upgrade to avoid the new boiler being contaminated with magnetite.

Power flushing

1) Only use the recommended power flush cleaner for the system that is to be cleaned.
2) After completion of new installation or repair works, fill the system to normal working pressure and vent as required.
3) Isolate electricity supply to boiler, pump and any other system circulators.
4) Ensure the maximum working flow by setting zone valves to manual, opening radiator valves, removing TRV heads, and bridging or bypassing non return valves.
5) Connect the inlet, dump and overflow hoses. Connect the Flushbuddy between the flow and return valve if required.
6) Ensure that the overflow and dump hose outlets are lower than the dump valve.
7) Turn the iso valves on the flow and return, mains fill and dump to the closed position.

8) Turn on mains water and fill flushing machine to correct operational levels.
9) Open the flow and return valves and run the machine for 15 minutes reversing the flow every 60 to 90 seconds.
10) Dump the dirty water and refill the reservoir tank as required until the TDS of the dump water is within 20% of incoming mains.
11) Add the recommended power flush cleaner.
12) Close the dump valve and open the system pump and flow/return iso valves.
13) Turn on the boiler and allow to reach normal operational temperature whilst ensuring that the reservoir of the power flushing machine remains within operational limits.
14) Allow the unit to run for 1 hour and divert to indirect cylinder if required for 10 minutes, ensuring that the flow is reversed at regular intervals.
15) Starting with the radiator furthest from the flushing unit, close all other radiator valves allowing this radiator to be cleaned for 5 minutes during which time the flow is reversed at regular intervals.
16) After 5 minutes close the radiator valves and repeat the process on the next radiator.
17) Switch off the boiler and measure the total dissolved solids, TDS from the mains supply.
18) Flush the system until the water runs clean, then leaving just the last radiator valves open flush and test until TDS is within 10% of mains water reading.
19) Close the radiator valves and repeat the process on the other radiators and indirect cylinder coil if required.
20) On completion open all radiators and do a final flush and test to the 10% tolerance then add a chemical protector and recommission the system.

Finishing

11) All tools and equipment will be cleared to secure storage at the end of each shift
12) Staff will leave area clean and tidy at end of shift

16) Method statement for maintenance and service of central heating system

Scope of Works
This method statement describes the work process for the following

20) Start of works
21) Maintenance and service of a central heating system
22) Finishing

Step by step process

Start of works

29) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
30) Sheet up and protect work area and surrounding, including signage and barriers as required.
31) Visually inspect work area and only begin works if it is a safe working environment.
32) Cordon off work area if required to do so.
33) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
34) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
35) Do not leave tools and equipment unattended at any time.

Maintenance and service of central heating system

21) Prior to works commencing a drop test should be carried out as well as a function test to all relevant gas appliances.
22) Rectify any leaks or repairs as necessary and confirm safe installation by carrying out a successful drop test.
23) Visually inspect the boiler and flue.
24) Check timers, controls and safety devices.
25) Check boiler casing and fittings for any decay, damage or signs of leaks.
26) Switch on system, bring to normal operating temperature and check flow and return temperatures.
27) Bleed and balance system as required.
28) Check flue position and soundness and carry out smoke test as required.
29) Check inhibitor levels and top up as required.
30) Check isolation valves and TRVs.
31) Test motorised valves.
32) Check that air flow levels are within current regs.
33) Check pump.

34) Check indirect cylinder or expansion tanks as required.
35) Recommend a power flush if system hasn't had one for 5 years or more.

Finishing

13) All tools and equipment will be cleared to secure storage at the end of each shift
14) Staff will leave area clean and tidy at end of shift

17) Method statement for maintenance and service of central heating system

Scope of Works

This method statement describes the work process for the following

23) Start of works
24) Connection or alteration to gas main
25) Finishing

Step by step process

Start of works

36) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
37) Sheet up and protect work area and surrounding, including signage and barriers as required.
38) Visually inspect work area and only begin works if it is a safe working environment.
39) Cordon off work area if required to do so.
40) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
41) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
42) Do not leave tools and equipment unattended at any time.

Connection or alteration to gas main

36) Prior to works commencing a drop test should be carried out as well as a function test to all relevant gas appliances.
37) Rectify any leaks or repairs as necessary and confirm safe installation by carrying out a successful drop test.
38) Only work on gas main if it has passed a visual inspection for defects and soundness and that it conforms to current regs.
39) Isolate and blank off the main section to be worked upon at source, and prior to alteration or connection a purge must be carried out.
40) Ensure correct signage and barriers are in place prior to purging and that the purge rig is in good working order.
41) Connect the source of the main to a purge fan or nitrogen supply and the flexi hose to the purge rig.
42) Use either the fan to purge the main with fresh air or the nitrogen gas.
43) Use a volume flow meter to ensure the correct amount of gas has been removed and then analyse until the readings only show fresh air or nitrogen.
44) Once the main has been purged connections are made using standard pipefitting techniques.
45) The disconnected section can then be reconnected to the main, purged and tested.

Finishing

15) All tools and equipment will be cleared to secure storage at the end of each shift
16) Staff will leave area clean and tidy at end of shift

18) Method statement for rainwater goods

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Fit rainwater goods
3) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Fit rainwater goods

1) Determine the highest point of the gutter and fit a gutter bracket near the top of the fascia board using 2 nr screws to prevent it twisting.
2) Determine the lowest point of the gutter, usually where a funning outlet will be situated, and fit a gutter bracket using 2 nr screws to prevent it twisting that allows a slight fall of 10mm in every 6 meters.
3) Attach a taught string line between the two brackets.
4) Continue fitting brackets along the length of the line at 600mm centres.
5) Remove the string line and clip gutter into place.
6) Fit stop ends and jointers as required ensuring the gutter is fully inserted into the fitting to the stop line.
7) Mark and cut the gutter where it joins the running outlet, attach the outlet to the gutter then screw the outlet to the fascia board.
8) Use socket and spigot fittings to form a swan neck if required ensuring the highest point always goes inside the lower point and not the other way round.
9) Once swan neck is formed, secure in place with 16mm stainless steel screws.
10) Check the outlet type (shoe, flush, into drain cover or rainwater adaptor), as this will determine downpipe length.

11)Cut downpipe to length and secure with down pipe brackets every 1200mm
12)Fit shoe or adaptor as required.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
2) Staff will leave area clean and tidy at end of shift

19) Method statement for rewires, maintenance and new installations

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Cable runs
3) Switches, socket-outlets and zones
4) Consumer units and RCDs
5) Earth bonding
6) Testing
7) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Cable runs

1) Concealed cables in walls to a depth of less than 50mm need to be covered with galvanised steel channel to BS
2) Cable management and surface mounted conduit runs shall be carried out to the relevant manufacturer's instructions depending on the product being used and including: Galvanised steel trunking, galvanised cable trays, galvanised conduit, PVC tubular conduit, mini and maxi trunking and flexible trunking.
3) When running cabled through joists by notching out. The notched should be central to any floor boards so that cable strikes are avoided when refitting boards. They should only be made at the top edge of a joist and should be no closer to the joist support than 0.25 times the span and no further away than 0.4 times the span. Notches should be no deeper or wider than 0.125 times the depth of the joist. If more than one notch is required, they should be spaced at least 3 times the distance of the width of the largest notch.

4) When running cabled through joists by drilling. The hole should be central to any floor boards so that cable strikes are avoided when refitting boards and be a minimum depth of 50mm. The hole diameter should be no greater than 0.25 times the joists depth. Should be no closer to the joist support than 0.25 times the span and no further away than 0.4 times the span. If more than one hole is required, they should be spaced at least 3 diameters apart.
5) The maximum spacing for cable supports both horizontally and vertically is based on the manufacturers recommend fitting instructions and is calculated on the overall diameter of the cables.

Switches, socket-outlets and zones

1) Appropriate equipment, switches and socket-outlets will be used for relevant zones
2) Horizontal minimal distances will be observed as required between zones
3) Maintenance switches for appliances such as showers and extractor fans need to be clearly labelled

Consumer units and RCDs

1) With a rated current not exceeding 20 amps, socket-outlets are to have additional RCD/RCBO protection
2) Consumer units will be configured with RCBOs protecting individual circuits as well as the main switch
3) RCDs and RCBOs must be of the same manufacturer and be specifically designed for the consumer unit they are being used in
4) In accordance with BEAMAs recommendations, consumer units should be located so that the bottom row of switches are located between 1350 mm and 1450 mm off finished floor level, so that they are out of reach of young children and to avoid interference and inappropriate operation
5) The main switch on a consumer unit must have clear markings for “on” and “off”

Earth bonding

1) Protective earth bonding is required between each metallic branch as it enters a building and the main earthing terminal
2) Further earth bonding to be fitted to individual appliances as required using BS 951 bonding clamps
3) All bare earth cables to be sheathed with BS colour coded PVC sheathing

Testing

1) Appropriate testing and inspection to carried out on completion of installation.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
Staff will leave area clean and tidy at end of shift

20) Method statement for hanging wallpaper

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Hanging paper
3) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Hanging paper

1) Measure and cut the length of wallpaper required for a single drop allowing an additional 50mm at top either end for final trimming.
2) Starting in a corner use a spirit level and draw a straight line for the first drop ensuring that the distance the line is away from the corner is equal to the width of the wallpaper plus 25mm.
3) Mix and use the manufacturers recommended wall paper adhesive or if none is recommended use an all-purpose one with a fungicide.
4) Use a pasting table and brush to apply the wall paper paste and avoid getting into contact with the surface of the paper.
5) Once an even layer of paste is applied to a 1200mm section, concertina the paper so that paste meets paste and continue until the entire drop is pasted.
6) Leave paper to soak at rest for manufacturers recommended period.
7) Transfer paper to wall area and holding the top of the paper, unfold the first section and offer the paste side to the wall.
8) Leave about 50mm of paper above the ceiling line and begin working from the middle of the paper with a decorators brush to remove air bubbles and give a smooth finish.
9) Keep edge of paper parallel to vertical line and continue releasing the folds and brushing on the paper.
10) Using the back of a pair of scissors, form a crease in the paper where wall meets ceiling, and wall meets skirting.

11)Peel back ends of paper, trim the crease and refit.
12)Remove any surplus adhesive with a damp sponge.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
Staff will leave area clean and tidy at end of shift

21) Method statement for painting

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Chemical paint stripper
3) Heat gun paint stripper
4) Filling surfaces internal
5) Filling surfaces external
6) Cleaning and keying prior to painting
7) Interior finishes
8) Exterior finishes
9) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Chemical paint stripper

1) Ensure that a lead check has been carried out at survey and that the paint is safe to remove.
2) When using a chemical paint and varnish strippers, follow manufacturer’s instructions and precautions.
3) Work with the grain of the wood wherever possible.

4) Avoid using steel tools or steel wool on hardwoods as there may be a chemical reaction leaving black or dark marks. The most common offender is oak which stains black, but similar changes also happen with Larch and Cedar. Stainless steel tools are fine and the substitution of steel wool for nylon scouring pads is also fine.
5) Use newspaper when cleaning off surplus paint stripper. Allow the newspaper to dry in a safe exterior location before disposal.
6) Leave stripped area to dry for 24 hours before lightly sanding and dusting off.

Heat gun paint stripper

1) Ensure that a lead check has been carried out at survey and that the paint is safe to remove.
2) When using a heat gun, follow manufacturer's instructions and precautions.
3) Work with the grain of the wood wherever possible.
4) Avoid using steel tools or steel wool on hardwoods as there may be a chemical reaction leaving black or dark marks. The most common offender is oak which stains black, but similar changes also happen with Larch and Cedar. Stainless steel tools are fine and the substitution of steel wool for nylon scouring pads is also fine.
5) After using a heat gun sand down and dust off work area with progressively finer grades of sand paper.

Filling surfaces internal

1) Only minor imperfections are to be carried out by decorators. If there is excessive filling or finishing works that need to be carried out by another trade prior to painting, a site supervisor must be informed.
2) If the surface requires filling and is in an area where there will be no movement use interior filler, following manufacturer's instructions.
3) If the surface requires filling but is liable to movement use a flexible filler following the manufacturer's instructions, such as caulk which should be tooled to a smooth finish.
4) If the surface is timber and needs staining after the repair work, use a two-pack stainable timber filler, following manufacturer's instructions.
5) If the surface will have particular hard wear, e.g. around the keep of a frame, use a two-pack general purpose filler, following manufacturer's instructions.
6) If a bead of silicone is required after painting use bathroom silicones for wet areas, general purpose or high modulus for internal and low modulus for external, following manufacturer's instructions.

Filling surfaces external

1) Only minor imperfections are to be carried out by decorators. If there is excessive filling or finishing works that need to be carried out by another trade prior to painting, a site supervisor must be informed.
2) For masonry, bricks and stone use a general-purpose cement and resin filler as per manufacturer's instructions.
3) For timber use a two-pack exterior wood filler with neutral colour as per manufacturer's instructions.
4) If a bead of silicone is required after painting use bathroom silicones for wet areas, general purpose or high modulus for internal and low modulus for external, following manufacturer's instructions

Cleaning and keying prior to painting

1) Use sugar soap to remove grease, dirt, mould and smoke stains as requires following manufacturer's instructions.
2) If sugar soap is not working and a specialised detergent or cleaning method needs to be employed a supervisor must be informed.
3) If there are stained surfaces that may require the application of a stain block a supervisor must be informed.
4) Key up surfaces as required with sandpaper of wire brush.

Interior finishes

1) Old plastered walls. 2 coats of finishing paint.
2) Unpainted plastered walls.1 coat of sealer and two coats of finishing paint.
3) Skirting boards/general woodwork. 1 coat of undercoat/primer and two coats of finishing paint.
4) Metal. 1 coat of primer and two coats of finishing paint.

Exterior finishes

1) Masonry. 1 coat of sealant and 2 coats of finishing paint.
2) Render. 1 coat of sealant and 2 coats of finishing paint.
3) Metal. 1 coat of primer and two coats of finishing paint.
4) Woodwork. 1 coat of undercoat/primer and two coats of finishing paint.
5) Plastic. 1 coat of primer and two coats of finishing paint.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

22) Method statement for boarding and skimming

Scope of Works

1. This method statement describes the work process for the following
2. Start of works
3. Dab to brick / block
4. Plaster boarding to stud wall
5. Skim coat
6. Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Dab to brick / block

1) Ensure that any loose plaster or cement snots are removed from the work area.
2) Mix a 1:3 Pva / water solution and apply generously to work area.
3) Mix up board adhesive to manufactures instructions and allow to stand for allotted time.
4) While letting board adhesive stand begin cutting boards to size and save the offcuts for packers.
5) Place 4 offcuts of 12.5mm plaster board on floor to raise the board that is about to be fixed 50mm off finished floor level.
6) Apply board adhesive to work are at approximate 300mm centres.
7) Place the plaster board on the packers and offer up to wall.
8) Push the board home ensuring it is true and plumb with a spirit level and square to any returns.
9) Continue as above.

Fixing plasterboard to stud wall

1) Use wedges/packers to raise plasterboards slightly off the ground to prevent contamination with surface water should it occur at a later date.
2) Use drywall screws at 300mm centres and ensure that the fixings are slightly below board surface.

Skim coat

1) Cut and fit board beads as required.
2) Apply self-adhesive scrim tape as required.
3) Mix and first coat the wall with Multi-finish to an approximate depth of 2mm.
4) Clean off surplus plaster to corners and edges of wall using a wet brush and trowel.
5) Run a trowel over wall to flat coat then leave until plaster dulls.
6) Mix and second coat work area with Multi-finish, allow to dull, then polish flat.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

23) Method statement for bonding and skimming

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Preparing and bonding
3) Finishing plaster
4) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Preparing and bonding

1) Ensure that any loose plaster or cement snots are removed from the work area.
2) Mix a 1:3 Pva / water solution and apply generously to work area.
3) Fit plaster grounds to wall ensuring they are true and level.
4) Mix and apply bonding coat between plaster grounds.
5) Level work area with a Darby or straight edge.
6) Remove and reposition plaster grounds.
7) Continue as above.

Finishing plaster

1) Mix and first coat the wall with Multi-finish to an approximate depth of 2mm.
2) Clean off surplus plaster to corners and edges of wall using a wet brush and trowel.
3) Run a trowel over wall to flat coat then leave until plaster dulls.
4) Mix and second coat work area with Multi-finish, allow to dull, then polish flat.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

24) Method statement for rendering

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Preparing wall
3) Scratch coat
4) Second / third / top coat
5) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Preparing wall

1) Ensure that any loose render or cement snots are removed from the work area.
2) Brush work area clean.
3) Mix a 1:3 Pva / water solution and apply generously to work area.
4) Cut and fix renderers mesh if required.
5) Fit stop beads, bell beads and corner beads as required.

Scratch coat

1) Using a cement mixer, add plastering sand, then hydrated lime and cement to the required proportions for the project.
2) Note down the mix as subsequent render coats must be sequentially weaker than the base coat.
3) Add water, plasticiser and retarder to the mix as specified for project until it resembles a wet paste.
4) Apply render to wall forcefully to about 10 - 15mm in depth, using the minimum amount of trowel passes possible as each pass will bring the lime to the surface and create a weaker mix adjoining the wall.
5) Once the wall has had the first coat of render applied use the corner of a trowel to scratch the surface approximately 4 - 8mm deep.

Second / third coat / top coat

1) If the wall is relatively true, a top coat can be applied directly to the scratch coat. However, if subsequent coats are required prior to the top coat they must always be thinner and weaker than the last coat.
2) Either allow the scratch coat to dry, PVA then apply next coat, or allow the scratch coat to set but not dry completely, wet down with water then apply next coat.
3) The top coat should be finished with a circular motion using a wooden or polyurethane float and as cracks appear a mist of water should be applied during float finish.
4) If working off a tower or scaffolding a wind shield should be used at each platform level to prevent dust that has settled on the platform been blown onto finished work area.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift
2) Staff will leave area clean and tidy at end of shift

25) Method statement for recommended fixing techniques into various sub structures

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Measuring and marking
3) Fixing to walls
4) Cleaning brickwork with Eco cleaner
5) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Measure and mark

1) When working from a drawing, measure and mark the transferred measurements to work area. The golden rule is measure twice, mark once.
2) With all measurements, a fine light straight or V-shaped pencil mark should suffice. Carpenters pencils are not to be used for accurate or high quality finishing works. The preferred marking tool is a bonded HB or harder pencil.
3) Use the Latin face mark on best side timber or man-made boards.
4) When setting datum lines mark the first one with a single slanted line '/', the second with a double slanted line '//' etc…
5) All measurements to be in millimeters.
6) Periodically check squares and levels for true.
7) Only use a proven straight edge as a ruler.

Fixing to walls

1) Chemical fixings such as ‘No More Nails’, only to be used if agreed with project management first.
2) For brick or concrete block structure walls use plastic wall plugs and screw threaded mechanical fixings.
3) For light weight block walls use universal fixings.
4) For stud walls, locate timber studs as a preference, and/or plasterboard fixings, toggle bolts.
5) For metal partition walls, locate metal studs as a preference, and/or use plasterboard fixings, toggle bolts.
6) For lathe and plaster walls, locate structural timbers as a preference, and/or use toggle bolts for light fixings..

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

26) Method statement for roof timbers

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Timber work for flat roof
3) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Timber work for flat roof

1) Fix 150 x 50mm wall bearers and secure to internal wall with 100mm stainless steel screws and plugs.
2) Fix 50 x 50mm fillet flush with bottom of wall bearer with 90mm stainless steel screws.
3) Bed and fix 100 x 50mm wall plate to opposite wall.
4) Use 150 x 50mm structural grade C24 timbers as specified in architects drawing for roof joists.
5) Cut roof joists to length and notch out for the timber fillet at one end.
6) Offer joists into position and dovetail screw into wall bearer and wall plate with 100mm stainless steel screws.
7) Make and fit ladder frame from 150 x 50mm timber for sides of flat roof ensuring a 100mm over hang is allowed for soffit boards.
8) Cut and fix 100 x 50mm staggered noggins in between joists at not more than 1200mm centres.
9) Cut to length and nail on firing strips ensuring that the fall is away from existing building.
10) Board roof with 18mm exterior ply.
11) Fit soffits and fascia allowing the fascia to protrude over the ply board for cocking strip.
12) Fit coking strip to perimeter of roof on all sides except where the roof will meet the guttering.
13) Fit 50 x 25 mm drip fillet to top of fascia.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

27) Method statement for hanging doors

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Fit door
3) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Reduce door to size

1) Measure height of door frame / lining and transfer measurements to new door. Then allow a suitable gap at the bottom of the door for floor coverings (i.e. 5 – 10mm for a thick carpet, 3 – 5mm for floor tiles etc…)
2) Reduce the height of the door to suit new frame using either a saw or plane (hand, battery or mains), as required.
3) Aiming on a 2 – 3mm gap around the sides and top of the door. Offer the door to the frame and begin planning the door to size.
4) Check the project specifics for the type, amount and position of hinges to be used.
5) Mark hinges onto door and chisel out excess wood with a hammer and sharp chisel.
6) Offer the door to the frame, and use 2–3 mm packers between the frame head and top of door.
7) Wedge the door in place and transfer the hinge marks then remove excess wood.
8) Plane a leading edge and soften the arris, then fit hinges to door and frame.
9) Fit ironmongery as required.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

28) Method statement for kitchen fitting

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Setting out
3) Fitting base units
4) Fitting worktops
5) Fitting wall units
6) Fitting plinths
7) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Setting out

1) When working from a drawing, measure and mark the transferred measurements to work area. The golden rule is measure twice, mark once.
2) With all measurements, a fine light straight or V-shaped pencil mark should suffice. Carpenters pencils are not to be used for accurate or high quality finishing works. The preferred marking tool is a bonded HB or harder pencil.
3) Use the Latin face mark on best side timber or man-made boards.
4) When setting datum lines mark the first one with a single slanted line '/', the second with a double slanted line '//' etc…
5) All measurements to be in millimeters.
6) Periodically check squares and levels for true.
7) Only use a proven straight edge as a ruler.

8) Set out three datum lines. 1/ Height of top of base units. 2/ Height of worktops. 3/ Height of bottom of wall units.
9) Transfer relevant information from drawing to walls. E.g. cabinet positions, sink position etc…

Fixing base units

1) Remove unit doors and drawers if attached and assemble the unit as required, ensuring that flanges on the adjustable feet will not impede on plinths that will be fitted later.
2) Place units as close to the wall as possible in their finished position. Level the top of the unit along both axis then use a scribing block to mirror the wall.
3) Cut or plane units to suit scribe line as required.
4) Clamp and fix adjoining units, then fix any corner posts as per drawing and ensure that if corner posts are to be formed that they will not impede on doors and drawers.
5) Adjust unit legs so that the top and sides of the unit follows the datum line and unit position line.
6) Use a straight edge to determine trueness of wall, fix units into position using fixing brackets and taking into account the trueness of the wall.
7) Assemble any drawer and door units as required and fit as per manufacturer's instructions.

Fitting worktops

1) Check walls are square, transfer measurements from drawing and cut to length, taking into account the squareness of the wall corners.
2) Apply a strip of masking tape to the top of the worktop above the square edge.
3) Position the worktop in place and use a scribing block to contour the wall anomalies to the worktop.
4) Using a jigsaw or plane: cut to line as required.
5) Place worktop in final position and temporary fix in place with screws through underside of base units.
6) Fit aluminium corners and jointing strips as required by marking and reducing to length with a hack saw, then fixing in place with recommended fixings on a bed of clear silicone.
7) Take the insert sink template and transfer measurements using a chinagraph pencil.
8) Cut out aperture using a jigsaw fitted with a worktop blade, then seal exposed wood with pva, contact adhesive or silicone.
9) Apply contact adhesive to laminate and cut edges that require laminating.
10) After adhesive becomes touch dry, join surfaces together and file to shape.
11) Line and level worktops in final position and fix in place through front of base units and with modesty blocks or brackets at the rear.

Fixing wall units

1) Fix a 50x25mm batten on highest datum line to act as a temporary support for the wall units if the units don't come with adjustable fixing brackets.

2) If there are adjoining wall units, clamp them together then fix in place using recommended fixings.
3) Measure, mark and fix wall unit fixing brackets in place by following manufacturer's instruction.
4) Loosen off fixing hooks on the cabinets so that they are able to catch on the fixing brackets when you offer them into position.
5) Lift wall units into position safely by taking into account their weight and using correct labour.
6) Following the datum line and unit position line, tighten and adjust fixing hooks as required.

Fixing plinths

1) Measure and cut plinths to length bearing in mind that on corner units, the hidden plinth that shoots under a unit needs to be on double and not single units due to the position of the plinth clips.
2) Offer the plinth in position and if it is to high mark and measure the floor discrepancies and reduce plinth as required.
3) Mark the position of the plinth clips and fit as per manufacturer's instructions.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

29) Method statement for laminate flooring

Scope of Works

This method statement describes the work process for the following

1) Start of works
2) Preparing the timber sub floor
3) Preparing a concrete or tiled floor
4) Fit underlay
5) Laying the floor
6) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Preparing the timber sub floor

1) On timber floorboards or existing chipboard flooring, remove any protrusions such as raised knots or cable clips.
2) Ensure that any protruding nails or screws are flush or below existing finished floor level.
3) Use additional fixings if any areas of existing floor are not securely fixed in place.
4) Remove skirting boards if required.

Preparing a concrete or tiled floor

1) Sweep floor area and remove any protrusions such as doorstops or cable clips.
2) If there are any damaged or uneven areas apply a coat of self-levelling compound as required.
3) Fit a 250 micron / 1000 gauge DPM with 60mm overlap secured with 50mm double sided tape, and ensure the DPM is lapped 40mm up the walls.

4) Remove skirting boards if required.

Fit underlay

1) Lay sheet underlay over the entire floor area, with the lengths laid side by side and secured with masking tape.
2) Allow a 15mm gap between existing pipe runs and new underlay.
3) If using wood fibre boards as an underlay, ensure that there is a 10mm gap around the perimeter and a 5mm expansion gap between individual boards, and secure the boards with masking tape.

Laying the floor

1) Measure the length of the wall where the first row of boards will be laid and cut the corner board to length ensuring that the board in the opposite corner will be of equal length.
2) Lay the first row or boards with the tongue side facing the wall and insert plastic spacers at 600mm intervals to give a 12mm expansion gap.
3) Join the end of the boards by applying adhesive to the top of the tongue if required.
4) Begin the second row ensuring that boards are staggered so that the end joints of the second row are in the middle of a previously laid board.
5) Lock the boards together following manufacturer's instructions.
6) Continue laying in this manner ensuring that plastic spacers are fitted along the perimeter of all walls.
7) To accommodate architraves, cut them to length in sittu with a fine-toothed saw.
8) To accommodate radiator pipes, allow an 8mm expansion gap by drilling a hole 16mm larger than the pipe then cutting the board with a fine tooth saw and gluing small sections of board that fall between the pipe and wall.
9) Once floor is laid, remove the plastic spacers and replace with cork expansion strips.
10) Refit skirting boards or fit mouldings as required.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift.
2) Staff will leave area clean and tidy at end of shift

30) Method statement for timber partitioning

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Fit timberwork
3) Fixing plasterboards
4) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Fit timber work

1) Locate the position of chamber and roof joists where no loadbearing partition wall is to be built.
2) If joists run in the same direction as the new wall, reposition wall if possible or fit noggins between the joists for fixings.
3) Measure, cut and fix the head plate using mechanical fixings.
4) Drop a plumb line from the outside edge of the head plate at both ends and mark the position on the floor. The marks on the floor will be the outside edge of the sole plate.
5) Measure, cut and fix the sole plate using mechanical fixings.
6) Mark the position of the vertical studs on the sole plate noting that if you are using 12.5mm plasterboard the centres are at 600mm, and 9.5mm plasterboard gives 400mm centres.
7) Measure, cut and fix the vertical studs individually as there may be a discrepancy in the room height.
8) Mark the position of the studs on the wall and ceiling so that they are easy to locate for plaster board fixings.
9) Measure, cut and fix horizontal noggins to go roughly half way up the verticals on a 2400mm ceiling.
10) Fit additional horizontal noggins as required if heavy items are to be fixed to finished wall.

Fixing plasterboards

1) Use wedges/packers to raise plasterboards slightly off the ground to prevent contamination with surface water should it occur at a later date.
2) Use drywall screws at 300mm centres and ensure that the fixings are slightly below board surface.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

31) Method statement for UPVC doors

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Remove existing timber door and frame
3) Remove existing UPVC door and frame
4) Fit new door and frame
5) Setting and sealing
6) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Remove existing timber door and frame

1) Check the measures of existing opening and new door frame sizes ensuring to add on 30mm for cill plus any additional knock-on sizes that are specified.
2) Check that lintels have been fitted if specified.
3) Unscrew existing door working from bottom hinge to top and cart away.
4) Cut through and remove any existing silicone or mastic between frame and brickwork.
5) Use a reciprocating saw to cut through existing fixings.
6) Use reciprocating saw to cut through one of the door jambs.
7) Lever out door frame starting with the jamb you've just cut.

Remove existing UPVC door and frame

1) Check the measures of existing opening and new door frame sizes ensuring to add on 30mm for cill plus any additional knock-on sizes that are specified.
2) Check that lintels have been fitted if specified.
3) Unscrew existing door working from bottom hinge to top and cart away.
4) Cut through and remove any existing silicone or mastic between frame and brickwork.
5) Unscrew anchor bolts.
6) Working from the corners of the frame, use a block of wood and hammer to tap out the door frame

Fitting new door and frame

1) With the new door in a horizontal position, remove new door from its frame by following manufacturer's instructions to release hinges off hinge pins, bearing in mind that you will need 30mm clearance room to refit the door in sittu.
2) Cut new cill to size and attach to frame using a bead of silicone to rear lip and mechanical fixings as per manufacturer's instructions.
3) Clean off existing concrete/brickwork where new cill will sit and ensure that there are no obstructions, sealant, fixings etc on the door opening.
4) Place door frame into opening and use packers to level cill.
5) Working on the hanging jam, ensure that it is upright, then starting 150mm from corner welds and drill about every 300mm into brick and not mortar line using recommended drill bit for fixings.
6) Starting from the bottom, begin inserting anchor bolts, use packers to ensure jamb is level then tighten fixings ensuring not to over tighten or bow frame.
7) Repeat process with locking jamb.

Setting and sealing

1) Toe and heel any door panels or glazing units.
2) Follow manufacturer's instructions to adjust door hinges as required.
3) Adjust compression cams as required to achieve even gasket compression and smooth operation of locking mechanism.
4) Seal door frame to wall with white silicone sealant.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

32) Method statement for soffits and fascia

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Remove existing gutter, soffit and fascia
3) Fit soffit and fascia
4) Fit bargeboards and box ends
5) Eaves vents, guttering and roof tiles
6) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Check scaffold and access equipment has been signed off.
6) Check that any asbestos soffit or other has been removed and the building has been signed off.
7) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
8) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
9) Do not leave tools and equipment unattended at any time.

Remove existing gutter, soffit and fascia.

1) Clear out guttering of moss/vegetation to reduce weight. Unclip and pass down scaffolding.
2) Unscrew gutter brackets, surface mounted fixtures where possible or remove with pliers or hammer and chisel.
3) Remove first row of roof tiles and cut back felt/membrane to just behind existing fascia position.
4) Cut through any mastic or sealant between soffit and fascia or soffit and wall.
5) Remove soffit band fascia with a pry bar and a block of wood to protect brickwork.

Fit soffit and fascia.

1) Cut the soffit board to length and width allowing a 10mm expansion gap for each 5 meter length.
2) Slide soffit board between wall and rafter and fit timber packers should there be a gap between board and rafter.

3) Fix front of board with polly pins, ensuring that pins are a minimum of 30mm from edge of board and that packers are used to keep the front edge is level.
4) Gut fascia board to length and width allowing a 10mm expansion gap for each 5 meter length.
5) Fit fascia to rafters by double nailing to top and bottom of rafter end, ensuring that the soffit board fits snuggly into the fascia's rear rebate.
6) Brush brickwork where soffit board joins. Clean soffit with solvent cleaner then seal to wall with silicone.

Fitting barge boards and box ends

1) Use an adjustable bevel to determine the ridge and hip angles then cut boards to size allowing a 10mm expansion gap for each 5-meter board.
2) Fit tantalised timber packer to rafter then fit boards on top of packer with polly pins.
3) Create a ladder rack box section and securely fix to brickwork ensuring the corners are level horizontally and vertically.
4) Clad timbers with soffit and fascia and fit corner trims.
5) Repoint wet verge if required.
6) Brush brickwork where soffit board joins. Clean soffit with solvent cleaner then seal to wall with silicone.

Eaves vents, guttering and roof tiles

1) Clip the eaves vents on top of the fascia board and secure with manufacturers recommended fixings.
2) Starting from the high point furthest away from the running outlet fix a gutter bracket near the top of the fascia board. The height position of gutter brackets may be determined by adjoining guttering.
3) Mark the downpipe position and fit the running outlet directly in line with it, no more than 50mm below the level of the roof tiles.
4) Set a taught string line between the gutter bracket and running outlet and use a spirit level to ensure the guttering does not run uphill.
5) Ideally a slight fall of 10mm to every 6m of guttering is preferable as this will encourage good water flow. However, if this is not achievable the guttering can be fitted horizontally.
6) Use the line to set the height for fitting the remainder of the brackets bearing in mind that there must be brackets 150mm either side of a fitting and that they should be spaced evenly at a maximum distance of 800mm.
7) Fit swan necks and stop ends then water test guttering for leaks, flow direction and water collection.
8) Fit the replacement eaves felt under the existing and overlapping into the guttering.
9) Replace the first course of tiles previously removed.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

33) Method statement for UPVC windows

Scope of Works
This method statement describes the work process for the following

1) Start of works
2) Remove existing windows
3) Fitting new windows
4) Finishing

Step by step process

Start of works

1) Read relevant risk and COSHH assessment, and follow guidelines for the correct PPE.
2) Sheet up and protect work area and surrounding, including signage and barriers as required.
3) Visually inspect work area and only begin works if it is a safe working environment.
4) Cordon off work area if required to do so.
5) Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.
6) Check any electrical or hand tools for damage or faults, faulty or damaged tools must be removed from service immediately.
7) Do not leave tools and equipment unattended at any time.

Remove existing windows

1) Check the measures of existing opening and new window frame sizes ensuring to add on 30mm for cill plus any additional knock-on sizes that are specified.
2) Check that lintels have been fitted if specified.
3) If the window is single glazed, fit glass safety film by pressing into place. Then smash out window with hammer and dispose of immediately. Note: Although all glass will need safety film applying only fixed units need the glass removing.
4) If window is a glazed unit, remove glazing beads, take out glazed unit and dispose of immediately. Note: Glazed units only need removing on opening sashes if the weight of the unit is an issue.
5) Use a screwdriver or pry bar remove opening sashes.
6) Cut through internal and external sealants that join the window to the building.
7) For metal or timber window frames use a reciprocating saw to cut through transoms and mullions as required to facilitate safe removal of window.
8) For UPVC windows, locate and remove the anchor bolts, and knock the window out using a block and hammer.
9) Clean off all brick work ready to receive the new frame.

Fitting new window

1) Measure, mark and cut cill as required taking into account horned brickwork and fit the end caps.
2) Fit cill in position using either packers or rapid set mortar as required, so that the cill up stand is tight against the plaster line.
3) Fix the cill to the brickwork using manufacturers recommended fixings at 150mm from corner welds and every 600mm thereafter.
4) Remove and mark glazing beads.
5) Run a bead of silicone along the back lip of cill and offer up window wedging in place with packers and secure frame to cill using manufacturers recommended fixings.
6) Fix window using manufacturers recommended fixings at 150mm from corner welds and every 600mm thereafter, ensuring that packers are fitted as fixings are tightened to maintain plumb jambs.
7) Trim any corner welds that are protruding and may pop the glazed unit.
8) Fit glazing bridges and packers into openings as per manufacturer's instructions.
9) Offer the glazed unit into position ensuring that glass is facing in the correct direction, square up and wedge in place with packers.
10) Check squareness of window by corner weld positions and adjust if required.
11) Refit glazing beads as per manufacturer's instructions.
12) Remove protective coatings and stickers from window and clean with solvent.
13) Silicone seal window to brickwork and plaster line.

Finishing

1) All tools and equipment will be cleared to secure storage at the end of each shift

Staff will leave area clean and tidy at end of shift

34) COSHH assessment for cement

Substance / material	Cement																	
Suppliers address and phone number	Lafarge Cement United Kingdom, Portland House, Bickenhill Lane, Birmingham B37 7BQ 0845 812 6232																	
Contents / ingredients of product	Calcium silicates, aluminates, ferro-aluminates and sulphates. Small amounts of alkalis, lime, magnesia and chlorides are also present together with trace amounts of chromium compounds.						**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs					
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☐	Confined space	☐										
How the products used	Mixing	☒	Pouring	☐	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☒						
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**	Solid	☒	Liquid	☐	Gas	☐					

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Confined space	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

Health risks: Irritating to respiratory system and skin and may cause chemical burns. Risk of serious damage to eyes. May cause sensitisation by skin contact.
Inhalation: Chronic exposure to respirable dust in excess of occupational exposure limits may cause coughing, shortness of breath and may cause chronic obstructive lung disease.
Contact dermatitis/Sensitising effects: Some individuals may exhibit eczema upon exposure to wet cement, caused either by the high pH which induces irritant contact dermatitis, or by an immunological reaction to soluble Cr (VI) which elicits allergic contact dermatitis
Medical conditions aggravated by exposure: Inhaling cement dust may aggravate existing respiratory system disease(s) and/or medical conditions such as emphysema or asthma and/or existing skin and/or eye conditions.

First aid and emergency measures:


Emergency servics


First aider


First aid box


Shower


Eye wash

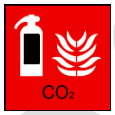

Wash affected area


Boot wash

☐	☒	☐	☐	☒	☒	☒

First aid details:
After significant accidental inhalation: Move person to fresh air. Dust in throat and nasal passages should clear spontaneously. Contact a physician if irritation persists or later develops or if discomfort, coughing or other symptoms do not subside.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 45 minutes to remove all particles. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: For dry cement, remove and rinse abundantly with water. For wet cement, wash skin with water. Remove contaminated clothing, footwear, watches, etc, and clean thoroughly before re-using them. Seek medical treatment in all cases of irritation or burns.
After significant accidental ingestion: Do not induce vomiting. If person is conscious, wash out mouth with water and give plenty of water to drink. Get immediate medical attention or contact anti poison centre.

Spillage and environmental:
The product is not expected to be hazardous to the environment (LC50 aquatic toxicity not determined). The addition of large amounts of cement to water may, however, cause a rise in pH and may therefore be toxic to aquatic life under certain circumstances.
Mobility: Dry cement is not volatile but might become airborne during handling operations.
Accidental release: Pick up dry. Mark the containers. Possibly reuse depending upon shelf life considerations and the requirement to avoid dust exposure. In case of disposal, harden with water.
After addition of water, hardened: Dispose of according to the local legislation. Avoid entry into the sewage water system. Dispose of the hardened product as concrete waste. Due to the inertisation, concrete waste is not a dangerous waste.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☒	☒	☒	☒	☒	☐

Fire details:
Cement is non-flammable, however it is manufactured in flammable plastic or paper packaging.

35) COSHH assessment for brick and patio cleaner - Acid

Substance / material	Brick/Patio Cleaner (Acid based)																					
Suppliers address and phone number	Seal It Services Ltd, T/A Bond It, Unit G16 Riverbank Way, Lowfields Business Park, Elland, Wesy Yorkshire. HX5 9DN. 01422 315300																					
Contents / ingredients of product	Hydrochloric acid 10-20%													**Is there a work exposure limit**	Yes	☐	No	☒	**Duration**			
Where the product's used	Outside	☒	Inside well ventilated	☐	Inside poorly ventilated	☐	Confined space	☐														
How the products used	Mixing	☐	Pouring	☒	Spraying	☐	Brushing	☒	Applying by hand / hand tools	☐	Loading out	☐										
Product hazard levels	High	☒	Medium	☐	Low	☐	**Product state**	Solid	☐	Liquid	☒	Gas	☐									

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☒	☒	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☐	☒	☐	☒	☐	☐	☐	☐	☐	☐
Inside well ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Confined space	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

Health risks:
Irritating to eyes, respiratory system and skin and may cause irritation and chemical burns at the site of contact.
Skin contact: Causes irritation and chemical burns at the site of contact.
Eye contact: There may be irritation, chemical burns and redness. The eyes may water profusely.
Ingestion: There may be soreness and redness of the mouth and throat. Nausea and stomach pain may occur. There may be vomiting.
Inhalation: There may be irritation of the throat, coughing and a feeling of tightness in the chest and irritation of the respiratory system.

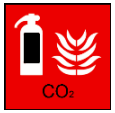
First aid and emergency measures:

 Emergency servics	 First aider	 First aid box	 Shower	 Eye wash	 Wash affected area	 Boot wash
☒	☒	☐	☐	☒	☒	☒

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Seek medical attention.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Remove any contaminated clothing and Immediately wash contaminated area.
After significant accidental ingestion: Wash out mouth with water. Do not induce vomiting. Seek medical attention.

Spillage and environmental:
Mobility: Store in cool, well-ventilated area. Keep container tightly closed.
Accidental release: Do not discharge into drains or rivers. Contain the spillage using bunding then, absorb into dry earth or sand. Transfer to a closable, labelled salvage container for disposal by an appropriate method.

Water ☐



Carbon Dioxide ☒

Dry powder ☐

Foam ☐


Fire blanket ☐


Raise alarm ☐

Fire details:
Although the liquid is non-flammable heat sources close by produces irritating, toxic and obnoxious fumes.
Wear suitable respiratory equipment when necessary.

36) COSHH assessment for brick and patio cleaner – Eco

Substance / material	Brick/Patio Cleaner (ECO)																	
Suppliers address and phone number	Geocel Limited, Western Wood Way, Langage Science Park, Plympton, Plymouth. PL7 5BG 01752 202060																	
Contents / ingredients of product	Citric Acid Monohydrate 10-30%, Aluminium Chloride, Anhydrous 1-10%									**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs		
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☐	Confined space	☐										
How the products used	Mixing	☐	Pouring	☒	Spraying	☐	Brushing	☒	Applying by hand / hand tools	☐	Loading out	☐						
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**		Solid	☐	Liquid	☒	Gas	☐				

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☐	☒	☐	☒	☐	☐	☐	☐	☐	☐
Inside well ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Confined space	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

Health risks:
Irritating to eyes and skin.
Skin contact: There may be mild irritation at the site of contact.
Eye contact: There may be irritation and redness. The eyes may water profusely.
Ingestion: There may be irritation of the mouth and throat. There may be vomiting.
Inhalation: No symptoms.

First aid and emergency measures:

Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☒

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Seek medical attention.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Remove any contaminated clothing and wash contaminated area.
After significant accidental ingestion: Wash out mouth with water. Seek medical attention.

Spillage and environmental:
Mobility: Store in cool, well-ventilated area. Keep container tightly closed.
Accidental release: Do not discharge into drains or rivers. Contain the spillage using bunding then, absorb into dry earth or sand. Transfer to a closable, labelled salvage container for disposal by an appropriate method.

Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☐	☐	☐	☐	☐	☐

Fire details:
This product is not flammable. Use fire-extinguishing media appropriate for surrounding materials.

37) COSHH assessment for hydrated lime

Substance / material	Hydrated Lime																	
Suppliers address and phone number	Lafarge Cement United Kingdom, Portland House, Bickenhill Lane, Birmingham B37 7BQ 0845 812 6232																	
Contents / ingredients of product	Calcium dihydroxide – $Ca(OH)_2$									**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs		
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☐										
How the products used	Mixing	☒	Pouring	☐	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☐						
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**		Solid	☒	Liquid	☐	Gas	☐				

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☒	☒	☒

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☒	☐	☐	☐
Inside poorly ventilated	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☐
Confined space	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

Health risks: Irritating to respiratory system and skin. Risk of serious damage and chemical burns to eyes. May cause chemical burns by skin contact.
Skin contact: May cause chemical burns if left in contact with skin for periods of time and skin irritation.
Eye contact: Serious risk of eye damage and chemical burns to the eyes.
Ingestion: Hydraulic lime is not acutely when ingested but may cause irritation, nausea, vomiting and diarrhoea.
Inhalation: May cause irritation to the respiratory system.

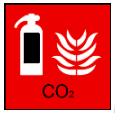
First aid and emergency measures:

Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☒

First aid details:

No known delayed effects. Consult a physician for all exposures except for minor instances.
After significant accidental inhalation: Move person to fresh air. Dust in throat and nasal passages should clear spontaneously. Contact a physician if irritation persists or later develops or if discomfort, coughing or other symptoms do not subside.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 45 minutes to remove all particles. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: For dry hydraulic lime, remove and rinse abundantly with water. For wet hydraulic lime, wash skin with water. Remove contaminated clothing, footwear, watches, etc, and clean thoroughly before re-using them. Seek medical treatment in all cases of irritation or burns.
After significant accidental ingestion: Wash out mouth with water and give plenty of water to drink. Seek medical attention if symptoms persist.

Spillage and environmental:
Mobility: The substance should be stored under dry conditions. Any contact with air and moisture should be avoided. Bulk storage should be in purpose–designed silos. Keep away from acids, significant quantities of paper, straw, and nitro compounds. Do not use aluminium for transport or storage if there is a risk of contact with water.
Accidental release: Contain the spillage. Keep the material dry if possible. Cover area if possible to avoid unnecessary dust hazard. Avoid uncontrolled spills to watercourses and drains (pH increase). Any large spillage into watercourses must be alerted to the Environment Agency or other regulatory body. Pick up dry. Mark the containers. Possibly reuse depending upon shelf life considerations and the requirement to avoid dust exposure. In case of disposal, harden with water.
After addition of water, hardened: Dispose of according to the local legislation. Avoid entry into the sewage water system.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☐	☒	☒	☒	☐	☐

Fire details:
The product is not combustible. Use a dry powder, foam or CO2 fire extinguisher to extinguish the surrounding fire.
Use extinguishing measures that are appropriate to local circumstances and the surrounding environment.
Do not use water.

38) COSHH assessment for hydraulic lime

Substance / material	Hydraulic Lime																					
Suppliers address and phone number	Tarmac Buxton Lime and Cement, Tunstead Quarry, Buxton, Derbyshire. SK17 8TG. +44 (0)1298 768555																					
Contents / ingredients of product	calcium dihydroxide 30-65%, di-calcium silicate 15 – 40%, Calcium carbonate 0-10%									**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs					
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒														
How the products used	Mixing	☒	Pouring	☐	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☒										
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**	Solid	☒	Liquid	☐	Gas	☐									

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☒

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☒	☐	☐	☐
Inside poorly ventilated	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☐
Confined space	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

Health risks: Irritating to respiratory system and skin. Risk of serious damage and chemical burns to eyes. May cause chemical burns by skin contact.
Skin contact: May cause chemical burns if left in contact with skin for periods of time and skin irritation.
Eye contact: Serious risk of eye damage and chemical burns to the eyes.
Ingestion: Hydraulic lime is not acutely when ingested but may cause irritation, nausea, vomiting and diarrhoea.
Inhalation: May cause irritation to the respiratory system.

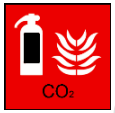
First aid and emergency measures:

Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☒

First aid details:

No known delayed effects. Consult a physician for all exposures except for minor instances.
After significant accidental inhalation: Move person to fresh air. Dust in throat and nasal passages should clear spontaneously. Contact a physician if irritation persists or later develops or if discomfort, coughing or other symptoms do not subside.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 45 minutes to remove all particles. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: For dry hydraulic lime, remove and rinse abundantly with water. For wet hydraulic lime, wash skin with water. Remove contaminated clothing, footwear, watches, etc, and clean thoroughly before re-using them. Seek medical treatment in all cases of irritation or burns.
After significant accidental ingestion: Wash out mouth with water and give plenty of water to drink. Seek medical attention if symptoms persist.

Spillage and environmental:
Mobility: The substance should be stored under dry conditions. Any contact with air and moisture should be avoided. Bulk storage should be in purpose–designed silos. Keep away from acids, significant quantities of paper, straw, and nitro compounds. Do not use aluminium for transport or storage if there is a risk of contact with water.
Accidental release: Contain the spillage. Keep the material dry if possible. Cover area if possible to avoid unnecessary dust hazard. Avoid uncontrolled spills to watercourses and drains (pH increase). Any large spillage into watercourses must be alerted to the Environment Agency or other regulatory body. Pick up dry. Mark the containers. Possibly reuse depending upon shelf life considerations and the requirement to avoid dust exposure. In case of disposal, harden with water.
After addition of water, hardened: Dispose of according to the local legislation. Avoid entry into the sewage water system.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☐	☒	☒	☒	☐	☐

Fire details:
The product is not combustible. Use a dry powder, foam or CO2 fire extinguisher to extinguish the surrounding fire.
Use extinguishing measures that are appropriate to local circumstances and the surrounding environment.
Do not use water.

39) COSHH assessment for mortar plasticiser

Substance / material	Mortar Plasticiser																					
Suppliers address and phone number	Bostik Limited, Common Road, Stafford, Staffordshire. ST16 3EH. +44 1785 272625																					
Contents / ingredients of product	Fatty Alcohol Ether sulphate (Sodium Salt) 5-10%, Rosin 10-30%, Sodium Hydroxide 1-5%,									**Is there a work exposure limit**	Yes	☐	No	☒	**Duration**							
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☐	Confined space	☐														
How the products used	Mixing	☒	Pouring	☒	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☐										
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**	Solid	☐	Liquid	☒	Gas	☐									

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☒	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
Outside	☒	☒	☐	☐	☐	☐	☐	☐	☐	☐	☐
Inside well ventilated	☒	☒	☐	☐	☐	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☐	☐	☐	☒	☐	☐	☐
Confined space	☒	☒	☐	☐	☐	☐	☐	☐	☒	☐	☐

Is the substance hazardous to health when:

Breathed in	☐	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

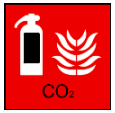
Health risks: May cause drying of skin, chemical burns, irritation to skin and respiratory system and skin sensitisation.
Skin contact: May cause drying of skin, chemical burns, irritation and sensitisation.
Eye contact: May cause severe burns and eye damage.
Ingestion: May cause irritation, nausea, vomiting and diarrhoea.
Inhalation: May cause irritation to respiratory system.

First aid and emergency measures:

Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☒	☐	☐	☐	☒	☒	☒

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Keep casualty in a safe environment where there is fresh air until effect has worn off. Seek medical attention if symptoms persist.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Wash copiously with soap and water - remove contaminated clothing, including shoes and launder before re-use. If skin irritation develops seek immediate medical attention.
After significant accidental ingestion: Wash out mouth with water. Do not induce vomiting and obtain medical attention urgently.

Spillage and environmental:
Mobility: Store in an upright position and ensure container is tightly closed.
Accidental release: : Do not discharge into drains or rivers. Contain the spillage using bunding then, absorb into dry earth or sand. Transfer to a closable, labelled salvage container for disposal by an appropriate method.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☒	☒	☒	☒	☐	☐

Fire details:
The product is not combustible. Use a dry powder, water, foam or CO2 fire extinguisher to extinguish the surrounding fire.
Use extinguishing measures that are appropriate to local circumstances and the surrounding environment.

40) COSHH assessment for mortar water proofer

Substance / material	Mortar Waterproofer																	
Suppliers address and phone number	Bostik Limited, Common Road, Stafford, Staffordshire. ST16 3EH. +44 1785 272625																	
Contents / ingredients of product	Limonene <1%, Sodium Hydroxide <1%									**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs		
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒										
How the products used	Mixing	☒	Pouring	☒	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☐						
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**		Solid	☐	Liquid	☒	Gas	☐				

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☒	☐	☐	☒	☐	☐	☐
Confined space	☐	☐	☒	☐	☒	☐	☐	☒	☐	☐	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

Health risks: May cause eye, skin and respiratory irritation as well as skin sensitisation.
Skin contact: May cause drying of skin and sensitisation.
Eye contact: There may be irritation and redness. The eyes may water profusely.
Ingestion: May cause irritation and discomfort if swallowed.
Inhalation: Vapour may irritate respiratory system and lungs.

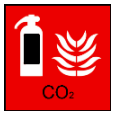
First aid and emergency measures:

Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☒

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Seek medical attention if symptoms persist.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Wash copiously with soap and water - remove contaminated clothing, including shoes and launder before re-use. If skin irritation develops seek immediate medical attention.
After significant accidental ingestion: Wash out mouth with water. Do not induce vomiting and obtain medical attention urgently.

Spillage and environmental:
Readily biodegradeable.
Mobility: Store in an upright position and ensure container is tightly closed.
Accidental release: Stop leak if possible without risk. DO NOT touch spilled material. Do not discharge into drains or rivers. Contain the spillage using bunding then, absorb into dry earth or sand. Transfer to a closable, labelled salvage container for disposal by an appropriate method.

Water ☐



Carbon Dioxide ☐

Dry powder ☐

Foam ☐


Fire blanket ☐


Raise alarm ☐

Fire details:
This product is not flammable. Use fire-extinguishing media appropriate for surrounding materials.

41) COSHH assessment for petrol

Substance / material	Petrol																	
Suppliers address and phone number	BP Oil UK Limited, Witan Gate House, 500-600 Witan Gate, Central Milton Keynes. MK9 1ES. +44 (0) 1908 853000																	
Contents / ingredients of product	Gasoline 80-100%, Benzene 0.1-1%, Toluene 5-30%, Tert-Butyl Methyl Ether 0-15%								**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs			
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☐	Confined space	☐										
How the products used	Mixing	☐	Pouring	☒	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☐	Loading out	☐						
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**	Solid	☐	Liquid	☒	Gas	☐					

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☒	☐	☐	☐	☐	☐	☒	☒	☒

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☒	☒	☐	☐

Inside poorly ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Confined space	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify

Health risks: Harmful by inhalation, in contact with skin and if swallowed. Irritating to eyes and respiratory system. May cause lung damage if swallowed. Vapours may cause drowsiness and dizziness.
Skin contact: There may be irritation and redness at the site of contact.
Eye contact: There may be irritation and redness. The eyes may water profusely.
Ingestion: There may be soreness and redness of the mouth and throat. Nausea and stomach pain may occur. There may be vomiting. If swallowed accidentally, the product may enter the lungs due to its low viscosity and lead to the rapid development of very serious pulmonary lesions.
Inhalation: There may be irritation of the throat with a feeling of tightness in the chest. In high concentrations, vapours are anaesthetic and may cause headache, fatigue, dizziness and central nervous system effects.

First aid and emergency measures:

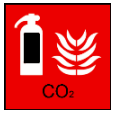
						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☒	☐	☐	☐	☒	☒	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. If unconscious place in the recovery position. Consult a physician if casualty does not rapidly improve.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.

After skin contact: Wash skin thoroughly with soap and water as soon as reasonably practicable. Remove heavily contaminated clothing and wash underlying skin. In extreme situations of saturation with this product, drench with water, remove clothing as soon as possible and wash skin with soap and water. Seek medical advice if skin becomes red, swollen or painful.
After significant accidental ingestion: Wash out mouth with water. Do not induce vomiting. Get immediate medical help.

Spillage and environmental:
Mobility: Store in an upright position and ensure container is tightly closed. Store in a segregated and approved area. Keep container in a cool, well-ventilated area. Keep container tightly closed and sealed until ready for use. Avoid all possible sources of ignition (spark or flame). Store and use only in equipment/containers designed for use with this product. Do not remove warning labels from containers. Ensure lighting and electrical equipment are not a source of ignition.
Accidental release: Do not discharge into drains or rivers. Contain the spillage using bunding then, absorb into dry earth or sand. Transfer to a closable, labelled salvage container for disposal by an appropriate method. Do not use equipment in clean-up procedure which may produce sparks.

Water ☐



Carbon Dioxide ☐

Dry powder ☐

Foam ☐


Fire blanket ☐


Raise alarm ☐

Fire details:
In case of fire, use foam, dry chemical or carbon dioxide extinguisher or spray. Do not use water jet.

These products are carbon oxides (CO, CO2).

Extremely flammable liquid and vapour. Vapour may cause flash fire. Vapours may accumulate in low or confined areas, travel a considerable distance to a source of ignition and flash back. Runoff to sewer may create fire or explosion hazard.

DO NOT FIGHT FIRE WHEN IT REACHES MATERIAL. Withdraw from fire and let it burn. Promptly isolate the scene by removing all persons from the vicinity of the incident if there is a fire. First move people out of line-of-sight of the scene and away from windows.
Fire-fighters should wear self-contained positive pressure breathing apparatus (SCBA) and full turnout gear.

42) COSHH assessment for Fernox central heating cleaner

COSHH Assessment for Fernox Central Heating Cleaner

Substance / material	Fernox Central Heating Cleaner																		
Suppliers address and phone number	Cookson Electronics, Forsyth Road, Sheerwater, Woking,Surrey, England. GU21 5RZ. +44(0)1483 758400																		
Contents / ingredients of product	1h-Benzotriazole 1-5%											**Is there a work exposure limit**	Yes	☐	No	☒	**Duration**		
Where the product's used	Outside	☐	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒											
How the products used	Mixing	☐	Pouring	☒	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☐	Loading out	☐							
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**	Solid	☐	Liquid	☒	Gas	☐						

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☐	☐	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Confined space	☒	☐	☒	☐	☒	☒	☐	☐	☐	☐	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify
---	---	---	---	---	---	---	---	---

Health risks: May cause mild skin irritation, eye and respiratory irritation.
Skin contact: There may be mild irritation at the site of contact.
Eye contact: There may be irritation, and redness. The eyes may water profusely.
Ingestion: There may be soreness and redness of the mouth and throat. There may be stomach discomfort.
Inhalation: There may be respiratory irritation.

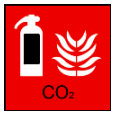
First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Get medical attention if casualty doesn't improve rapidly.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Wash the affected skin with soap and water. Seek medical treatment in all cases of irritation.

After significant accidental ingestion: Wash out mouth with water. If vomiting occurs, the head should be kept low so that vomit does not enter the lungs. Get medical attention immediately.

Spillage and environmental:
Mobility: Store in cool, well-ventilated area. Keep container tightly closed.
Accidental release: Avoid dispersal of spilt material and runoff and contact with soil, waterways, drains and sewers. Scrape up material and clean residue with hand wipes, place in a designated, labelled waste container. Dispose of via a licensed waste disposal contractor.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☐	☐	☐	☐	☐	☐

Fire details:
Product is non-flammable and compatible with water, foam, carbon dioxide and dry powder extinguishers. Suitable extinguishing media for the surrounding fire should be used.

Decomposition products may include the following materials:
Carbon Oxides, Nitrogen Oxides, Sulfur Oxides, Phosphorus Oxides, Metal Oxide/Oxides.

In a fire or if heated, a pressure increase will occur and the container may burst.

Fire-fighters should wear appropriate protective equipment and self-contained breathing apparatus (SCBA) with a full face-piece operated in positive pressure mode.

43) COSHH assessment for lead free solder

COSHH Assessment for lead free solder

Substance / material	Lead Free Solder																						
Suppliers address and phone number	Cookson Electronics, Forsyth Road, Sheerwater, Woking,Surrey, England. GU21 5RZ. +44(0)1483 758400																						
Contents / ingredients of product	Tin 80-100%, Copper 0.5-1%												**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs				
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒															
How the products used	Mixing	☐	Pouring	☐	Spraying	☐	Brushing	☒	Applying by hand / hand tools	☒	Loading out	☐											
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**	Solid	☐	Liquid	☒	Gas	☐										

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☐	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☒	☐	☐	☒	☐	☐	☐
Confined space	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☐	Swallowed	☐	In contact with skin	☐	In contact with eyes	☐	Other. Please specify

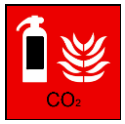
Health risks: Eye tissue could be damaged by metal and large quantities may be poisonous.
Skin contact: No hazard.
Eye contact: Eye tissue could be damaged by metal.
Ingestion: Large quantities may be poisonous.
Inhalation: Large quantities may be poisonous.

First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☐	☐	☐	☐	☐	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Contact poison treatment specialist immediately if large quantities have been inhaled.
After contact with eyes: Contact a specialist of occupational medicine or an eye specialist if eye damage occurs through the metal touching the surface of the eye..
After skin contact: Wash the affected skin with soap and water.
After significant accidental ingestion: Contact poison treatment specialist immediately if large quantities have been ingested.

Spillage and environmental:
Mobility: Store in cool, well-ventilated area. Keep container tightly closed.
Accidental release: Pick up any released product and place back in container for reuse.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☐	☐	☐	☐	☐	☐

Fire details:
Product is non-flammable and compatible with water, foam, carbon dioxide and dry powder extinguishers. Suitable extinguishing media for the surrounding fire should be used.

44) COSHH assessment for lead solder

COSHH Assessment for lead solder

Substance / material	Lead Solder																						
Suppliers address and phone number	Cookson Electronics, Forsyth Road, Sheerwater, Woking,Surrey, England. GU21 5RZ. +44(0)1483 758400																						
Contents / ingredients of product	Lead 60-80%, Tin 20-30%,Antimony 1-5%											**Is there a work exposure limit**	Yes	☐	No	☐	**Duration**	8 Hrs				
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒															
How the products used	Mixing	☐	Pouring	☐	Spraying	☐	Brushing	☒	Applying by hand / hand tools	☒	Loading out	☐											
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**	Solid	☐	Liquid	☒	Gas	☐										

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☒	☐	☒	☒	☒

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☒	☐	☐
Inside poorly ventilated	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☐
Confined space	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☐	In contact with eyes	☐	Other. Please specify

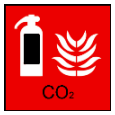
Health risks: Eye tissue could be damaged by metal and may be fatal if swallowed or inhaled.
Skin contact: No hazard.
Eye contact: Eye tissue could be damaged by metal.
Ingestion: May be fatal if swallowed.
Inhalation: May be fatal if inhaled.

First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☐	☐	☐	☐	☐	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Contact poison treatment specialist immediately if large quantities have been inhaled.
After contact with eyes: Contact a specialist of occupational medicine or an eye specialist if eye damage occurs through the metal touching the surface of the eye..
After skin contact: Wash the affected skin with soap and water.
After significant accidental ingestion: Contact poison treatment specialist immediately if large quantities have been ingested.

Spillage and environmental:
Mobility: Store in cool, well-ventilated area. Keep container tightly closed.
Accidental release: Pick up any released product and place back in container for reuse.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☐	☐	☐	☐	☐	☐

Fire details:
Product is non-flammable and compatible with water, foam, carbon dioxide and dry powder extinguishers. Suitable extinguishing media for the surrounding fire should be used.

COSHH Assessment for silicone sealant

Substance / material	Silicone Sealant																		
Suppliers address and phone number	Siroflex Limited, Dodworth Business Park, Dodworth, Barnsley, South Yorkshire. S75 3SP. 01226 771 600																		
Contents / ingredients of product	Distillates (petroleum), hydtrotreated middle 10-<30%, Distillates (petroleum), hydrotreated light 1-<5%									**Is there a work exposure limit**	Yes	☐	No	☒	**Duration**				
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒											
How the products used	Mixing	☐	Pouring	☐	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☐							
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**	Solid	☐	Liquid	☒	Gas	☐						

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Cloths	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☒	☐	☐	☒	☐	☐	☐
Confined space	☒	☒	☐	☐	☒	☒	☐	☐	☒	☐	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify
---	---	---	---	---	---	---	---	---

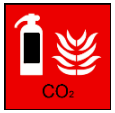
Health risks: May cause skin, eye and respiratory irritation.
Skin contact: There may be irritation and redness at the site of contact.
Eye contact: There may be irritation and redness. The eyes may water profusely.
Ingestion: There may be soreness and redness of the mouth and throat. Nausea and stomach pain may occur. There may be vomiting.
Inhalation: There may be irritation of the throat with a feeling of tightness in the chest.

First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☐	☐	☐	☒	☒	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Wipe off with tissue and wash contaminated area.
After significant accidental ingestion: Wash out mouth with water. Do not induce vomiting. Consult a physician if symptoms persist.

Spillage and environmental:
Non-toxic.
Mobility: Store in cool, well-ventilated area. Keep container tightly closed
Accidental release: Do not discharge into drains or rivers. Contain the spillage using bunding then, absorb into dry earth or sand. Transfer to a closable, labelled salvage container for disposal by an appropriate method.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☒	☒	☒	☐	☐	☒

Fire details:
No special measures required.

46) COSHH assessment for flux paste

COSHH Assessment for flux paste

Substance / material	Soldering Flux Paste																						
Suppliers address and phone number	Cookson Electronics, Forsyth Road, Sheerwater, Woking,Surrey, England. GU21 5RZ. +44(0)1483 758400																						
Contents / ingredients of product	Alcohols, C11-14-iso-, C13-rich, ethoxylated 20-40%											**Is there a work exposure limit**	Yes	☐	No	☒	**Duration**						
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒															
How the products used	Mixing	☐	Pouring	☐	Spraying	☐	Brushing	☒	Applying by hand / hand tools	☒	Loading out	☐											
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**	Solid	☐	Liquid	☒	Gas	☐										

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☒	☐	☐
Confined space	☒	☐	☒	☐	☒	☒	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☐	Other. Please specify

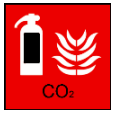
Health risks: May cause skin and respiratory irritation and chemical burns to eyes.
Skin contact: There may be mild irritation at the site of contact.
Eye contact: There may be irritation, redness and risk of chemical burns. The eyes may water profusely.
Ingestion: There may be soreness and redness of the mouth and throat. There may be stomach discomfort.
Inhalation: There may be respiratory irritation.

First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Wash the affected skin with soap and water. Seek medical treatment in all cases of irritation.
After significant accidental ingestion: Wash out mouth with water. If vomiting occurs, the head should be kept low so that vomit does not enter the lungs. Get medical attention if adverse health effects persist or are severe.

Spillage and environmental:
Mobility: Store in cool, well-ventilated area. Keep container tightly closed.
Accidental release: Avoid dispersal of spilt material and runoff and contact with soil, waterways, drains and sewers. Scrape up material and clean residue with hand wipes, place in a designated, labelled waste container. Dispose of via a licensed waste disposal contractor.

					
Water ☐	Carbon Dioxide ☐	Dry powder ☐	Foam ☐	Fire blanket ☐	Raise alarm ☐

Fire details:
Product is non-flammable and compatible with water, foam, carbon dioxide and dry powder extinguishers. Suitable extinguishing media for the surrounding fire should be used.

Decomposition products may include the following materials:
Carbon dioxide, carbon monoxide, nitrogen oxides and halogenated compounds.
No specific fire or explosion hazard.
Fire-fighters should wear appropriate protective equipment and self-contained breathing apparatus (SCBA) with a full face-piece operated in positive pressure mode.

47) COSHH assessment for solvent cement

COSHH Assessment for solvent cement

Substance / material	Solvent Cement																		
Suppliers address and phone number	FloPlastLtd, Castle Road, Eurolink Business Park, Sittingbourne, Kent. ME10 3FP. 01795 431731																		
Contents / ingredients of product	Methyl Ethyl Ketone 25-50%, Cycolhexanone 10-25%, Tetrahydrofuran 10-25%, N-Methyl-2-2Pyrrolidone ≤ 10-25%								**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs				
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒											
How the products used	Mixing	☐	Pouring	☐	Spraying	☐	Brushing	☒	Applying by hand / hand tools	☐	Loading out	☐							
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**	Solid	☐	Liquid	☒	Gas	☐						

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☒	☐	☐	☐	☒	☐	☐	☒	☒

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☒	☐	☐	☐
Inside poorly ventilated	☒	☐	☒	☐	☒	☐	☐	☐	☒	☐	☐
Confined space	☒	☐	☒	☐	☒	☒	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify
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Health risks: Has a narcotizing effect and vapours may cause drowsiness and dizziness. Repeated exposure may cause skin dryness or cracking. Irritating to eyes and respiratory system.
Skin contact: Generally the product does not irritate the skin. However, there may be irritation and redness at the site of contact for people with sensitive skin.
Eye contact: There may be irritation and redness. The eyes may water profusely.
Ingestion: There may be soreness and redness of the mouth and throat. Nausea and stomach pain may occur.
Inhalation: There may be irritation of the throat with a feeling of tightness in the chest, drowsiness and dizziness.

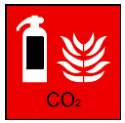
First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Keep casualty in a safe environment where there is fresh air until narcotizing effect has worn off.

After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 20 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Wipe off with tissue and wash contaminated area.
After significant accidental ingestion: Wash out mouth with water. Do not induce vomiting. Immediately consult a physician.

Spillage and environmental:
Not regarded as dangerous for the environment. However, contamination of the aquatic and terrestrial environments should be avoided.
Mobility: 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.
Accidental release: Extinguish all ignition sources. Avoid sparks, flames heat and smoking. Ventilate. Runoff or release to sewer, waterway or ground is forbidden. Absorb with liquid-binding material (sand, diatomite, acid binders, universal binders, sawdust) and place in containers. Containers must then be properly labelled with correct contents and hazard symbol.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☐	☒	☒	☒	☐	☒

Fire details:
Highly flammable. In combustion emits toxic fumes. Forms explosive air-vapour mixture. Vapour may travel considerable distance to source of ignition and flash back.

48) COSHH assessment for decorator's caulk

COSHH Assessment for decorator's caulk

Substance / material	Decorators Caulk																		
Suppliers address and phone number	Siroflex Limited, Dodworth Business Park, Dodworth, Barnsley, South Yorkshire. S75 3SP. 01226 771 600																		
Contents / ingredients of product	Dipropylene Glycol Dibenzoate 1-5%, Naphtha (Petroleum), Hydrosulfurized Heavy 1-5% Both non-hazardous								**Is there a work exposure limit**	Yes	☐	No	☒	**Duration**					
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒											
How the products used	Mixing	☐	Pouring	☐	Spraying	☐	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☐							
Product hazard levels	High	☐	Medium	☐	Low	☒	**Product state**	Solid	☐	Liquid	☒	Gas	☐						

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☐	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Inside well ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Confined space	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Is the substance hazardous to health when:

Breathed in	☐	Swallowed	☒	In contact with skin	☐	In contact with eyes	☒	Other. Please specify

Health risks: There may be irritation to eyes on contact.
Skin contact: Generally the product does not irritate the skin.
Eye contact: There may be irritation and redness. The eyes may water profusely.
Ingestion: Might cause mild stomach upset.
Inhalation: Generally the product gives of little vapour and inhalation has no ill effects.

First aid and emergency measures:


Emergency servics ☐


First aider ☐


First aid box ☐


Shower ☐

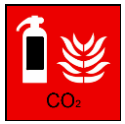

Eye wash ☒


Wash affected area ☒


Boot wash ☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Wipe off with tissue and wash contaminated area.
After significant accidental ingestion: Wash out mouth with water. Do not induce vomiting. Consult a physician if symptoms persist.

Spillage and environmental:
Non-toxic.
Mobility: No special measures required.
Accidental release: Do not discharge into drains or rivers. Pick up mechanically then dilute residue with plenty of water.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☒	☒	☒	☒	☒	☐

Fire details:
No special measures required.
Use fire extinguishing methods suitable to surrounding conditions.

49) COSHH assessment for dust

COSHH Assessment for dust

Substance / material	Dust														
Suppliers address and phone number	N/A														
Contents / ingredients of product	Calcium silicates contained within bricks and concrete as well as sands, other aggregates and other substances contained in cement and mortar products.					**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs			
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒							
How the products used	Cutting into concrete or brickwork using angle grinders or petrol cutters.														
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**	Solid	☒	Liquid	☐	Gas	☐		

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☐	☐	☐	☐	☐	☐	☐	☒	☐

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☐	☒	☐	☒	☐	☒	☐	☐	☐	☒

Inside well ventilated	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☒
Inside poorly ventilated	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☒
Confined space	☒	☐	☒	☐	☒	☐	☐	☐	☐	☒	☒

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify
---	---	---	---	---	---	---	---	---

Health risks:
Irritating to respiratory system and skin so water suppression system must be used. Risk of impact damage to eyes. Risk of vibration diseases due to using power tools so anti vibration gloves must be worn.
Skin contact: Risk of dust, fragments and particles hitting skin at high impact velocity and causing damage and lacerations.
Eye contact: There may be eye damage to membrane or total blindness. The eyes may get irritated and water from fine particles and suffer severe damage from larger fragments.
Ingestion: May cause irritation.
Inhalation: Chronic exposure to dust in excess of occupational exposure limits may cause coughing, shortness of breath and may cause chronic obstructive lung disease.
Inhaling dust may aggravate existing respiratory system disease(s) and/or medical conditions such as emphysema or asthma.
Hearing: May cause temporary or permanent damage to hearing, the risks of which could greatly increase depending on acoustics of environment.

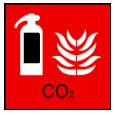
First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☐	☒	☐	☐	☒	☒	☐

First aid details:

After significant accidental inhalation: Move person to fresh air. Dust in throat and nasal passages should clear spontaneously. Contact a physician if irritation persists or later develops or if discomfort, coughing or other symptoms do not subside.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 45 minutes to remove all particles. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.
After skin contact: Dust off and wash affected area.
After significant accidental ingestion: Wash out mouth with water and give plenty of water to drink.
After hearing damage: Move person to safe place and allow time for hearing to start the recovery process. Seek medical attention on long term hearing loss/damage.

Spillage and environmental:
Mobility: Dust and particles created from cutting are not volatile but might become airborne during handling operations.
Accidental release: Sweep up and dispose of dust created according to the local legislation.

					
Water ☐	Carbon Dioxide ☐	Dry powder ☐	Foam ☐	Fire blanket ☐	Raise alarm ☐

Fire details:
Wastes from cutting brick and concrete are not flammable. Use fire-extinguishing media appropriate for surrounding materials.

50) COSHH assessment for expanding foam

COSHH Assessment for expanding foam

Substance / material	Expanding Foam																		
Suppliers address and phone number	Soudal N.V. Everdongenlaan 18-20, B-2300 Turnhout. +32 14 42 42 31 24h/24h: +32 14 58 45 45 (BIG) (NL, EN, FR, DE)																		
Contents / ingredients of product	Polymethylene Polyphenyl Isocyanate (-) >25%, 4,4'-Methylenediphenyl Diisocyanate 10-25%, Alkanes, C14-17, Chloro 1-20%, Dimethyl Ether 1-10%, Propane 1-10%, Isobutene 1-20%							**Is there a work exposure limit**	Yes	☒	No	☐	**Duration**	8 Hrs					
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☐											
How the products used	Mixing	☐	Pouring	☐	Spraying	☒	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☐							
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**	Solid	☐	Liquid	☒	Gas	☐						

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☒	☐	☐	☐	☐	☐	☐	☒	☒

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☒	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☒	☐	☐
Confined space	☒	☒	☐	☐	☒	☐	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify
---	---	---	---	---	---	---	---	---

Health risks: May cause irritation and sensitisation to contact points, irritation to eyes and respiratory system.
Skin contact: May cause sensitisation to contact points.
Eye contact: May cause irritation to eyes.
Ingestion: May cause irritation, nausea, vomiting and diarrhoea.
Inhalation: May cause irritation to respiratory system.

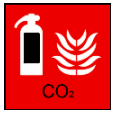
First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☒	☐	☐	☐	☒	☒	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Keep casualty in a safe environment where there is fresh air until effect has worn off. Seek medical attention if symptoms persist.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.

After skin contact: Wash copiously with soap and water - remove contaminated clothing, including shoes and launder before re-use. If skin irritation develops seek immediate medical attention.
After significant accidental ingestion: Wash out mouth with water and obtain medical attention urgently.

Spillage and environmental:
Mobility: Store in an upright position and ensure container is tightly closed.
Accidental release: Extinguish all ignition sources. Avoid sparks, flames, heat and smoking. Allow to cure, and remove mechanically. Transfer to a closable, labelled salvage container for disposal by an appropriate method.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☒	☒	☒	☒	☐	☐

Fire details:
Use Powder, Carbon dioxide (CO2), Foam or Water spray. DO NOT USE full water jet.

Containers close to fire should be removed or cooled with water. Use water to keep fire exposed containers cool and disperse vapours.
Beware, risk of formation of toxic and corrosive gases. Hydrogen cyanide (HCN), Hydrogen chloride (HCl), Nitrogen oxides (NOx).
Use self-contained breathing apparatus.

51) COSHH assessment for expanding foam (fire rated)

COSHH Assessment for expanding foam (fire rated)

Substance / material	Expanding Foam (Fire rated)																		
Suppliers address and phone number	Henkel Consumer Adhesives, Road 5, Winsford Industrial Estate, Winsford, Cheshire. CW7 3QY 01606 593933																		
Contents / ingredients of product	Dimethylether 10-30%, Diphenylmethane-4,4'-Di-Isocyanate 10-30%								**Is there a work exposure limit**	Yes	☐	No	☒	**Duration**					
Where the product's used	Outside	☒	Inside well ventilated	☒	Inside poorly ventilated	☒	Confined space	☒											
How the products used	Mixing	☐	Pouring	☐	Spraying	☒	Brushing	☐	Applying by hand / hand tools	☒	Loading out	☐							
Product hazard levels	High	☐	Medium	☒	Low	☐	**Product state**	Solid	☐	Liquid	☒	Gas	☐						

Flammable	Oxidising	Gas under pressure	Explosive	Very toxic	Corrosive	Serious health hazard	Health hazard/irritant	Danger to environment
								
☒	☐	☐	☐	☐	☐	☐	☒	☒

PPE	Gloves	Glasses	Goggles	Face shield	Footwear	PPE Clothes	Dust mask	FFP2 mask	FFP3 mask	Respirator	Noise
											
Outside	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐

Inside well ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☐	☐	☐
Inside poorly ventilated	☒	☒	☐	☐	☒	☐	☐	☐	☒	☐	☐
Confined space	☒	☒	☐	☐	☒	☐	☐	☐	☐	☒	☐

Is the substance hazardous to health when:

Breathed in	☒	Swallowed	☒	In contact with skin	☒	In contact with eyes	☒	Other. Please specify
---	---	---	---	---	---	---	---	---

Health risks: May cause irritation and sensitisation to contact points, irritation to eyes and respiratory system.
Skin contact: May cause sensitisation to contact points.
Eye contact: May cause irritation to eyes.
Ingestion: May cause irritation, nausea, vomiting and diarrhoea.
Inhalation: May cause irritation to respiratory system.

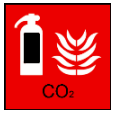
First aid and emergency measures:

						
Emergency servics	First aider	First aid box	Shower	Eye wash	Wash affected area	Boot wash
☒	☐	☐	☐	☒	☒	☐

First aid details:
After significant accidental inhalation: Remove casualty from exposure ensuring one's own safety whilst doing so. Keep casualty in a safe environment where there is fresh air until effect has worn off. Seek medical attention if symptoms persist.
After contact with eyes: Do not rub eyes, as additional cornea damage is possible by mechanical stress. Remove any contact lenses and open the eyelid(s) widely to flush eye(s) immediately by thoroughly rinsing with plenty of clean water for at least 15 minutes. If possible, use isotonic water (0.9% NaCl). Contact a specialist of occupational medicine or an eye specialist.

After skin contact: Wash copiously with soap and water - remove contaminated clothing, including shoes and launder before re-use. If skin irritation develops seek immediate medical attention.
After significant accidental ingestion: Wash out mouth with water and obtain medical attention urgently.

Spillage and environmental:
Mobility: Store in an upright position and ensure container is tightly closed.
Accidental release: Extinguish all ignition sources. Avoid sparks, flames, heat and smoking. Allow to cure, and remove mechanically. Transfer to a closable, labelled salvage container for disposal by an appropriate method.

					
Water	Carbon Dioxide	Dry powder	Foam	Fire blanket	Raise alarm
☒	☒	☒	☒	☐	☐

Fire details:
Use Powder, Carbon dioxide (CO2), Foam or Water spray. DO NOT USE full water jet.

Containers close to fire should be removed or cooled with water. Use water to keep fire exposed containers cool and disperse vapours.
Beware, risk of formation of toxic and corrosive gases. Hydrogen cyanide (HCN), Hydrogen chloride (HCl), Nitrogen oxides (NOx).
Use self-contained breathing apparatus.