METHOD STATEMENT

Please read this document carefully in conjunction with the Risk Assessment

Mtec
Unit 10 Gentlemens Field
Westmill Road
Ware
Herts SG12 0EF
Tel +44 (0) 1920 461 800
Fax +44 (0) 1920 466 606

Email johngallagher@mtecfreightgroup.com

<table>
<thead>
<tr>
<th>Contract name</th>
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<tbody>
<tr>
<td>Location</td>
<td>Victoria and Albert Museum</td>
</tr>
<tr>
<td>Prepared by</td>
<td>John Gallagher</td>
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</tbody>
</table>
Contractor Company | Mtec Warehousing Ltd | Contact Name | John Gallagher 07917 207 175
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Specific Location of work | Exhibition Road Pedestrian Area | 
Expected duration of project | 3 nights on site with 1 night contingency | Expected completion date | 23rd October 2015
Minimum No. Technicians on site | 4 |
Description of work to be undertaken | Instillation of sculpture including base |

**Sequence and Method of Work**

**Enabling works**

**OFF SITE.**

A 3m x 3m x 30cm smooth finish concrete base will be constructed off site which will take account of the terrain on which the sculpture will be placed. It is anticipated the base will weigh 5.5 tonne.

Base will have cast in lifting lugs.

Fabrication of support structure.

Trial fitting of cantilever arms.
**Installation**

**Night time working start time 8.00 pm**

A Crane equipped vehicle with 8 m trailer carrying the concrete base will arrive on site and be marshaled to the berthing area as per crane plan attached separately.

Crane equipped vehicle conforms to standard C and U regulations i.e. maximum load is 10 tonne per axle.

Crane will be rigged as per manufactures instructions on rigger mats 1.8m x 1.2m which with maximum 5.5.tonne load gives a point loading (tipping) of 5.2 tonne per meter squared.

Charter 8 barriers will be erected around the crane and installation site from which all unauthorised personnel will be excluded.

Base weighing 5.5 tonne will be rigged for lifting by Mtec technicians using slings and accessories within their WLL. Maximum radius will be 7m. Base will have cast in Halfen fittings designed for lifting.

When all is in order lift supervisor will signal to crane operator to take the strain and lift the load 50mm above the truck bed. The rigging will then be checked for balance integrity and security, with load being lowered if any adjustments are necessary.

Load will then be hoisted, slewed, and derricked into position then lowered onto a 25mm neoprene membrane (Plastazote LD45) which will protect the paviours and account for any irregularities in the surface.
Crane will derig and vehicle will leave site.

Chapter 8 barriers will be condensed around the base i.e 3m x 3m and boards will be uplifted and returned to transport.

**Night 2**

*Night time working start time 8.pm*

A Crane equipped vehicle with low loader trailer carrying the bucket sculpture and internal support structure will arrive on site and be marshaled to the berthing area as per crane plan.

Crane will be rigged as per manufactures instructions on rigger mats 1.8m x 1.2m which with maximum 5.5.tonne load gives a point loading (tipping) of 5.2 tonne per meter squared.

Charter 8 barriers will be erected around the crane and installation site from which all unauthorised personnel will be excluded.

The support structure for the cantilever beams will be craned into position using the methodology listed above, and resin fixed to the base using threaded stainless steel rod, nuts and washers, and Hilti HY 200 resin.

The fixing holes in the concrete will have been pre drilled off site.

The cantilever beams will then be attached to the internal support structure, and bolted into position.

Chapter 8 barriers will be condensed around the base i.e 3m x 3m and boards will be uplifted and returned to transport.
Night 3

Night time working start time to be advised

A Crane equipped vehicle with 8m trailer carrying the spill element will arrive on site and be marshaled to the berthing area as per crane plan.

Crane will be rigged as per manufactures instructions on rigger mats 1.8m x 1.2m which with maximum 5.5.tonne load gives a point loading (tipping) of 5.2 tonne per meter squared.

Charter 8 barriers will be erected around the crane and installation site from which all unauthorised personnel will be excluded.

The prefabricated “spill” elements of the sculpture will then be rigged for lifting using methodology as above positioned and bolted. Access for technicians to fix will be via a Niftylift HR 12 MEWP.

When all elements are in place, Welding screens will be erected around the sculpture and various utensils will be welded to the sculpture using TIG welder to cover the seams where the elements join.

When all is in order to the client’s satisfaction, all plant machinery, equipment and materials will be removed from site and the area left in a clean tidy and safe condition.

Night 4

Contingency for welding, site clearance
NOTE:

All Mtec technicians involved in these works will be aware of the companies’ procedures in relation to health and safety, emergency procedures and site security. All persons involved in the project will be asked to read the method statement and sign the induction register to signify they have understood and will comply with conditions and working methods. All personnel including visitors will be required to wear minimum site levels of PPE. Mtec technicians will be competent, trained and certificated for any items of plant they use on site, including fork lift truck, mini crane, MEWP, and hiab. Fall arrest and harness will be used where appropriate.
### Work Activity

### 1 ACCESS TO PLACE OF WORK

Checklist (tick as appropriate):
- **Scaffold** \(N\)
- **Ladders** \(N\)
- **Trestles** \(N\)
- **Forklift Truck** \(N\)
- **Roads** \(Y\)
- **Footpaths/Walkways** \(Y\)
- **Mobile Man Lift** \(Y\)
- **Stairways** \(N\)
- **Other:**

*a) Give brief details of methods for ensuring safe access (permanent and temporary) to & from the work area:* Chapter 8 barriers to demarcate work and vehicle areas

### 2 WORKPLACE

Checklist (tick as appropriate):
- **Bunting** \(N\)
- **Flashing Lights** \(N\)
- **Fixed Barrier** \(Y\)
- **Lookout Men** \(Y\)
- **Warning Notices** \(Y\)
- **Other:**

*a) Give brief details of how the work area is to be secured:* No public access to work areas

*b) Indicate whether your activity will involve working in/near/on any of the following areas (Tick as appropriate):*
- **Confined Spaces** \(N\)
- **Excavations** \(N\)
- **Roofs** \(N\)

*c) Indicate whether work will be carried out above head height \(Y\)*

If YES, please indicate the precautions you will take:
- PPE will be issued where appropriate – Lift plans for lifting operations.
- MEWP to be used for access for fixing steelwork

### 3 MATERIALS / SUBSTANCES / AGENTS

Checklist (tick as appropriate):
- **Flammables** \(N\)
- **Explosives** \(N\)
- **Toxic** \(N\)
- **Corrosive** \(N\)
- **Irritant & Harmful** \(N\)
- **Radiation** \(N\)
- **Noise** \(N\)
- **Dust/Fumes** \(N\)
- **Others:**

*a) Give brief details of all hazardous substances, etc., that will be used/produced on site, and what safety precautions will be taken to ensure the safety of all personnel in or near the work area:* None
4 POWER SOURCES

Checklist (tick as appropriate):
- Electrical: N
- Hydraulic: N
- Pneumatic: N
- Stored Energy: N
- Others: Generator welding plant

a) Does any item of plant or equipment need to be
   i) Isolated: N
   ii) Immobilised: N

If YES to either (i) or (ii) indicate:

a) Who will carry out the isolation / immobilisation.
b) What piece(s) or plant/equipment need(s) to be isolated/immobilised:

5 EQUIPMENT

Checklist (tick as appropriate)
- Lifting Equipment: Y
- Grinders: Y
- HGV's: Y
- Power & Hand Tools: Y
- Lighting: N
- FLT: N
- LPG Cylinders: N
- Mini crane: N
- Hilti Guns: N
- Hiab: Y
- Generators: Y
- Excavators: N

6 COORDINATION OF ACTIVITIES/SUPERVISION

Checklist (tick as appropriate)
- Sub-contractors: N
- Other contractors: N
- Hospital: N
- Others: 

a) Briefly describe the role of your Working Party Supervisor with regard to Health & Safety and the methods he will use to ensure a safe co-ordination of activities:

Supervisor to monitor all aspects of health and safety and ensure best practice at all times
b) Is it likely that your work may affect the health & safety of any employees or visitors?

No, all the risks have been assessed and will be managed

c) How do you intend to control the risks? See risk assessment

7 SAFE SYSTEMS OF WORK

a) Identify potential hazards to your staff and others arising from: Workplace, Environment, Plant/Equipment, Materials/Substances, etc., and detail the safety precautions to be taken at each stage.

Attach any sketches or safe working procedures where appropriate.

<table>
<thead>
<tr>
<th>Hazards</th>
<th>Precautions to be taken</th>
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<tbody>
<tr>
<td>See risk assessment</td>
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8 HOUSEKEEPING

Checklist (tick as appropriate):

Safe Storage of Materials/Equipment | Y | Removal of Waste/Surplus Material | Y |
Maintain Clear Walkways | Y | Others: |

a) Detail the arrangements that will be made to ensure high standards of housekeeping:

Site Supervisor will monitor

9 PROTECTIVE CLOTHING AND EQUIPMENT (PPE)

Checklist (tick as appropriate):

Head Protection | Y | Face/Eye Protection | Y | Hearing Protection | N |
Respiratory Protection | N | Hi Viz vests | y | Foot/Protection | Y |
Fall Arrest Equipment | Y | Protective Clothing Chemical Splash | N |
Hilti Guns | N | Others: |
a) **Detail the level of PPE that will be worn and for what specific applications.**
   
   Also indicate what action will be taken to ensure that it is worn and used correctly:

   **All necessary PPE to be worn at all times. Supervisor to monitor**
10. **TRAINING AND INSTRUCTION**

a) What formal induction training do you intend to give your employees in the requirements of the job and the site.

   All Mtec Personnel will read the Method Statement and sign induction register to signify understanding and compliance. Plant operators will be trained and Certificated.

11. **FIRE SAFETY**

a) Detail the precautions you will take to prevent fires.

   Fire marshal with appropriate fire extinguishers present during all welding operations

b) If you are providing fire extinguishers, what type will you provide?

   Water and electrical

c) Who is responsible for providing: fire extinguishers, fire blankets, etc., (where applicable):

   Mtec

d) Do you intend to carry out any Hot Work (burning/welding)

   Yes

d) If YES will any work be done near any fire/smoke detection equipment?

   NO

f) Will any fire barriers be breached?

   No