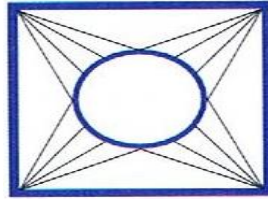


Pro-Duct Ventilation

Contractor Details	Company Name:	Contract Name:	Telephone number
	Pro-Duct Ventilation		
Project Name:	Sample	Document Number:	PDV-1234
Start Date:	TBA	Location of work:	Filling Line 2
Description of the Task/Activity:	Installation of Galvanised Duct		
General Project Permits required for the activity	(Hot Work, Confined Space, Excavation, Concrete Penetration, Roof, LSS, EEW, Odor, CS Permits) General Work Permit Hot Works Permit		
Contractor Supervisor:	Gerry Maguire	Contact Tel No:	
Contractor Site Foreman:	Matt Stafford	Contact Tel No:	
Contractor Safety Officer:	Deirdre McDermott	Contact Tel No:	
Details of Crew Personnel Training required for the task.	(e.g. CSCS Cards) All operatives will have certification for the tasks they are completing. <ul style="list-style-type: none"> • Manual Handling • Working at Heights • Mobile Scaffold • MEWP • Safe Pass • Site Induction 		
Key Plant, Tools and equipment.	(i.e. access platforms/winches/ladders, etc) Please state Safe Working Load's (SWL's) for Lifting Equipment <ul style="list-style-type: none"> • Genie lift • MEWP • Small hand tools • Welding Plant 		
Sequence of Operations:	<p><u>Pre Task Planning & Works Required</u></p> <ul style="list-style-type: none"> • Complete walk of works and area inspection with all participants prior to submission of method statement. • All operatives must be briefed and have read the Approved Method Statement prior to any work taking place. • The supervisor in addition with the crew undertaking the identified activity must complete an SPA. The SPA to be signed off by crew. • The SPA must be displayed at the area of work. • The area prior to any work starting must be walked by Site Supervisor to ensure no additional hazards have been created by ongoing works. • All local services must be identified prior to works. • The area will be cordon off with crowd control barriers and safety signage erected. 		



Pro-Duct Ventilation

Installation of Brackets

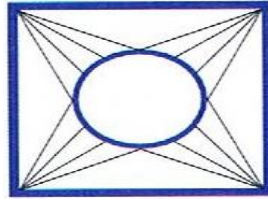
- Barriers and signage are to be erected around the work area.
- Operatives will transport duct materials to the work area and will store within barriered off area.
- Brackets are to be fitted as per specifications and requirements based on the type of ductwork being installed.
- Pre-cut lengths of Unistrut will be secured to fixed steelwork using the fixing bolts.
- Fixing bolts are to be tightened.
- All bracket arrangements will be installed to specification.

Installation of Galvanized Ductwork

- Operatives will follow Pro-Duct SOPs for Installation of Brackets & Supports and Installation of Ductwork.
- Duct work will be lifted into position using genie hoist (Duct Lifter).
- Operatives will set up certified genie hoists under the installed brackets and outriggers are to be fully opened out.
- Operatives will lift the ductwork onto the genie hoist and secure into position on the forks of the hoist.
- Operatives working in a MEWP will position themselves beside the area where duct work is to be positioned.
- An operative at ground level will hoist the ductwork to the required height.
- Operatives in the MEWP will remove the horizontal unistrut support channel and will direct the duct work on the hoist into the bracket support area.
- Operatives will then reinstate the unistrut support to the threaded rods under the duct.
- The duct will then be detached from the forks of the hoist and the hoist will be removed.
- Using hand tools operatives can then alter the height of the ductwork brackets.
- The methodology above will be adhered to when lifting duct sections into position.
- Duct sections when secured in position on brackets, will be connected and secured together using hand tools.
- A strict clean as you go policy will be adhered to at all times.
- On completion of works area will be tidied and barriers & signage removed. All tools and materials will be removed from the work area.

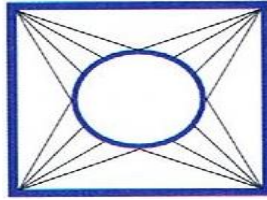
Temporary Works/
Design needed to
facilitate the

N/A



Pro-Duct Ventilation

works:				
Personnel Protective Equipment:	Task <small>E.g. (Breaking out concrete)</small>	PPE Required <small>E.g. (Goggles, Dust Mask)</small>		Specific details of PPE <small>E.g.(P3 Mask)</small>
	Install of duct	Standard P.P.E		All as per standard site requirements
Emergency Procedures:	<p>In the event of an Emergency rescue the first aiders on duty will be contacted.</p> <p><u>On alarm sounding the following procedures will take place.</u></p> <ol style="list-style-type: none"> 1. All work will immediately stop and the area will be made safe. 2. Area will then be vacated and operatives will make their way to the nearest assembly point. 3. Wait at assembly point until accounted for. 4. Wait for further instruction. 			
Monitoring / inspection requirements for the activity:	(e.g. Weekly Inspections/ Noise / Dust monitoring/Gas monitoring)			
Traffic management requirements/ Loading/ Off Loading Procedure:	N/A			
Waste Management requirements:	Waste Generated	Hazardous/ Non-Hazardous	Segregation Waste Type & Appropriate Receptacle Details	Transport Details
	Galvanized Duct	Non-hazardous	Metal waste skip	Flat-bed trolley to skip
Environmental controls to be put in place:	(E.g. secondary containment / drip trays for equipment with hazardous materials content, environmental noise controls etc.)			
Other Documentation required:			Attached to MS Yes/No	Required for the task Yes/No
Photos indication live services/ protection of services				No
Vibration calculations				No

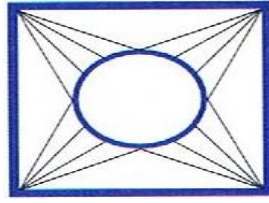


Pro-Duct Ventilation

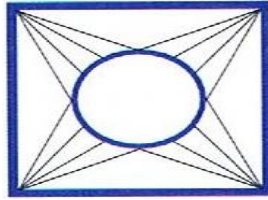
Crane lifting plans		No
Drawings/sketches/P&ID's/ Isometrics		Yes
Other		N/A

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

	Approved/ Rejected	Signature		
Contractor Supervisor Approval:	Gerry Maguire		Date:	
Contractor EHS Approval:	Deirdre McDermott		Date:	
	Approved/Rejected	Signature		
Client Acceptance:			Date:	
EHS Acceptance:			Date:	



Pro-Duct Ventilation



Pro-Duct Ventilation

Method Statement: Crew Sign Off

I have read and understood the contents of this method statement and risk assessments associated with my task. I am confident to be able carry out my task safely.

Name of Company:	Name:	Signature:	Date

If your task changes and your new task is not reflected and risk assessed within this method statement, STOP your work and contact your supervisor immediately.