VAT Registration No. 698 2373 83
Company Registered in England & Wales No.3408642
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CONTROLLED COPY

SITE SPECIFIC RAMS FILE

Containing:

Procedure for ensuring a Site-Specific Risk Assessment is completed for each job

Index of agreed Method Statements

Method Statements 1 – 37 as per index

General Notes

Accident/Retrieval Procedure

Mobile Man Anchor Manufacturer's Instructions

Antec Adjustable Anchorage Point Manufacturer's Instructions

Easi-Dec Valley Frame Manufacturer's Instructions
COSHH Assessments

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Reviewed September 2024

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PROCEDURE FOR ENSURING A SITE SPECIFIC RISK ASSESSMENT IS COMPLETED FOR EACH JOB (RESPONSIBILITY OF TEAM LEADER)

On arriving at the site go and sign in (all operatives). Contact and discuss with the Duty Manager what you are there to do and let him/her know you are going to walk the site to decide on the best way to undertake the works. Also tell him/her you may lift the boom cage to give you an overview of the roof area (no work will be done) and that you will return to agree the programme of works and fill in all digital forms.
***Check for roof-lights while inside building – note where they are located*.**

Walk the site and agree the best way to do the job with your team. Complete fully Risk Assessment on Site
Report O1 Form identifying the agreed method statements required to do the job in a safe manner.

Return to the Duty Manager and: -

Agree the programme of works.

Go through and agree the Risk Assessment and Method Statements. If section no. 3 on the Risk Assessment is answered "No", agree with the Duty Manager that you are unable to start the work and it will be reprogrammed when the additional Health and Safety requirements have been met.

SIGN OUT NOW (All Operatives).

OR

If all details are agreed with the client and the control measures set out in the method statements bring the risk down to low, you may proceed with the works *AFTER* completing the items listed below:

- ❑ **All TGM Operatives and the Duty Manager need to sign the Acceptance Form.**
- ❑ **Fill in any Permits to Work and any other required documentation.**
- ❑ Agree any areas of stock or vehicles that may need moving.
- ❑ Cordon or barrier the agreed areas of work.
- ❑ Fulfil any other site-specific client site login/permits etc.

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MAKE SURE YOU FOLLOW THE METHOD STATEMENTS AGREED.

D) On completion of your work fill in the rest of Site Report O1. Existing plans in the file can be checked and used if accurate, and complete any other digital forms requested by the office.

E) Go back to the Duty Manager and get the Completion page on Site Report O1 signed (offer to walk the site with the Duty Manager), send all forms to office via iPad

SIGN OUT!!! (All operatives)

Note: Before using method statements
21, 22, 23 and 28
You must ring your/a TGM Management Representative

FAILURE TO FOLLOW METHOD STATEMENTS WILL RESULT IN DISCIPLINARY ACTION

Index of current method statements

Method Statement No.

1. Access and egress to either an access platform or a roof with **ACCEPTABLE** edge protection (min. 950 mm high) by ladder up to 7 mtrs (Foot level).
2. Access and egress to the roof by banded ladder.
3. Access and egress to the roof by Scaffold Tower.
4. Access and egress to the roof using TGM Van or Truck-Mounted MEWP.
5. Cone, Pole and Signs around MEWP or Work Area
6. Manual Handling.
7. The safe use of ground guards (track boards).
8. Noise Control.
9. Access and egress to the roof by internal means with **ACCEPTABLE** edge protection (min. 950 mm high) in place.
10. Using ladders as a work platform up to 7 mtrs. (Foot level) for short duration works of up to 10 minutes in one position.
11. Gutter cleaning and repairs to either a steel sheeted building or flat roofed building with **ACCEPTABLE** edge protection (min. 950 mm high). Assume fragile roof lights on roof.
12. Gutter cleaning or repairs to a steel sheeted building with **NO SUITABLE** edge protection.
13. Gutter cleaning and repairs to edge gutters on asbestos cement, tile or composite roofs with **NO SUITABLE** edge protection.
14. Working with pigeon and seagull excreta.
15. Antec Adjustable Anchorage Point (Door Frame Bar) or similar approved that conforms to EN 795.
16. Cleaning and repairs to gutters on the outside edge of flat roofed buildings.
17. Installation of Gutter Lining Systems.
18. Cleaning or repairs to gutters using static boom, mobile boom, vertical mobile boom or static vertical boom.

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19. Jetting Outlets at Height
20. Use of Fitted safety line system to clean or repair gutters.
21. Mobile Man Anchor.
22. Gutter cleans and repairs to steel sheeted roofed buildings (up to 15° pitch) with **NO SUITABLE** edge protection using TGM Van or Truck-Mounted MEWP as a dead weight anchoring device.
23. Gutter cleans and repairs to flat roofed buildings with **NO SUITABLE** edge protection using a TGM Van or Truck-Mounted MEWP as a dead weight anchoring device.
24. Use of Easi-Dec Valley Frame in valleys with adjacent roofs of **FRAGILE MATERIALS** i.e. asbestos, glass etc.
25. Use of the Upkeeper Gutter Vacuum.
26. Use of Boardwalks on Fragile Roofs.
27. Use of Fall Arrest/Skylight Covers on either Fragile Roof or Steel Roofs with Skylight.
28. Emergency rescue
29. Working at night or in poor lighting conditions.
30. Use of cat ladders on roofs
31. Using rope from suitable anchor points
32. Use of propane torch
33. Use of portable grinder
34. Cutting roof material
35. Using gas cylinders
36. Using step ladders to investigate underside of roof area and roof spaces.
37. General Notes

***NOTE*: When using method statements 21, 22, 23 and 28 you must ring your TGM Management Representative**

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No. 1. Access and egress to either an access platform or roof with ACCEPTABLE edge protection (min. 950 mm high) by ladder

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (15 mph max).
B) Locate the designated/safest place to erect the ladder, avoiding any overhead power cables. Check the ground conditions are suitable.
C) Remove the ladders from the vehicle bearing in mind safe manual handling procedures.
D) Either you or your partner foots the ladder while one of you walks it up to the building or uses the building to lever against. Cone, poles and sign the area from the general public (as required).
E) Set up the ladder stabilisers or have ladders footed (this lowers the risk of slipping, sideways movement, and bounce). Use non-slip mat if needed.
F) Standoff clips for the top of the ladder to be used as required.
G) Position the ladders so that at least 1 metre goes past the roofline or the platform height.
H) Check and fit full personal safety harness with double lanyard and a single adjustable lanyard with steel snap hooks fitted.
I) Climb ladder and on reaching the top fit your single adjustable lanyard steel snap hook to the top rung of the ladder to always maintain three points of contact. Secure top of ladder if possible.
J) Re check the wind speed.
K) You may now step from your ladder onto the roof or access platform and unclip the snap hook.
L) Reverse the procedure to egress from the access platform or roof.

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No. 2. Access and egress to the roof by banded ladder

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operations being carried out, at ground and roof level (25 mph max).

B) Check banded ladder is safe to use. If you feel it is not, report this to the Client and access the roof by other means.

C) Check and fit full personal safety harness with double lanyard and a single adjustable lanyard with steel snap hooks fitted.

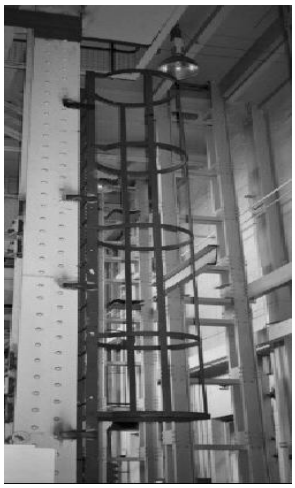
D) If there is vertical safety systems fitted and currently in date, then use system.

E) Climb the ladder taking rests as required. Clip to the stile (when required) and access/egress the roof.

F) If accessing a banded ladder from an elevated level or walkway be aware that there may be an unguarded area (i.e., a hole), where the ladder runs through the walkway. You must clip your single adjustable lanyard onto the ladder stile above you, and then step onto the ladder from the walkway taking extra care. Some walkways have a non-load-bearing hatch or cover between the levels. **Do not step on these.**

G) If tools or equipment are required, arrange for them to be lifted to the roof level in a safe manner. This could be using and rope and suitable bucket, of crane.

See GENERAL NOTES on page 54



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No. 3. Access and egress to the roof by Scaffold Tower or Scaffolding

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (15 mph max).

B) Locate the designated/safest place to erect the tower, avoiding any overhead power cables.

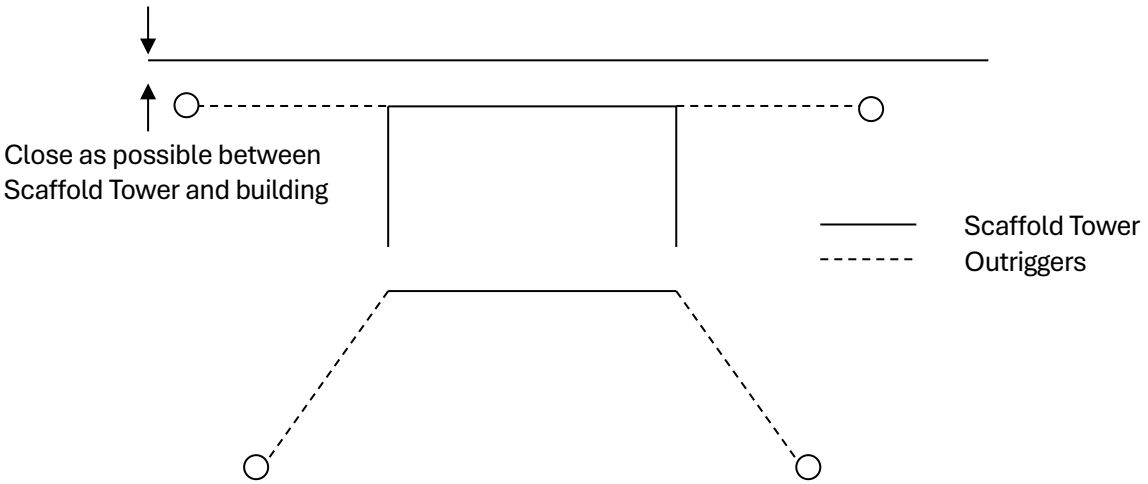
C) Either - Check scaffold tower or scaffolding has been erected correctly by the supplier with a certificate issued
Or - Erect scaffold tower in proper manner as per manufacturer's instructions by a competent certificated person using the 'three T' method. (Inspect and tag).

D) Cone, barrier and sign off at least a third or a half of the tower base.

E) Climb scaffold tower or scaffolding using internal ladders and access the roof. **Do not climb the scaffold tower or scaffolding externally.**

F) For work done along a building (i.e., a gutter clean) using the tower, it needs to be moved from ground level for each section of the work. Do not move a tower with personnel or equipment on it. Do not block emergency exits. (Tower must be dismantled to 4m with stabilisers to move or 2m without and always push tower).

- Erecting scaffold towers up to 8 mtrs foot level needs to be done by a competent certificated person.
- The ideal number of operatives to erect a scaffold tower is two.
- All scaffold towers must have the appropriate outriggers fitted that come from the hire company. Scaffold towers hired from HSS Ltd with appropriate outriggers can be erected up to 8 mtrs foot level. The following configuration of the outriggers is acceptable when the tower is built up to the building structure being worked on



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See GENERAL NOTES on page 54

No.4. Access and egress to the roof using TGM Van or Truck-Mounted MEWP.

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operations being carried out, at ground and roof level (25 mph max).
B) Locate the designated/safest place to position the TGM MEWP, avoiding any overhead power cables, manhole covers and emergency exits.
C) Cone, Poles and signs off the area around the TGM MEWP (Method 5 page 10)
D) Check and fit full personal safety harness with a single adjustable lanyard with steel snap hooks fitted.
E) Check rescue kit and place in basket.
F) Lock up the vehicle and lockers.
G) Check all necessary safety operations have been carried out associated with the TGM MEWP. Climb into cage and clip to the dedicated anchor point with your 1mtr fixed lanyard.
H) Lift the cage and land it over the roof edge and if possible, as far up the roof as possible. Ensure there is no gap between the basket edge and the roof edge before stepping out.
I) Where possible always step out of the back of the cage and if need ensure suitable demarcation areas are present.
J) Never leave the cage to access the roof unless there is suitable protection is in place on the roof or you are stepping into a valley. If you are exiting the cage and using the TGM MEWP as a dead weight anchor, method statements 22 or 23 pages 34 or 36 must be followed.

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GOOD PRACTICE NOTES

Hazards

1. Operatives falling from height due to unsafe work practices.
2. Overturning the machine due to poor operating technique or unsatisfactory ground conditions.
3. Collision with other vehicles (knuckle or elbow of boom moving into the path of other traffic).
4. Tools and materials, etc. falling from height.
5. Contact with high level, live electrical cables, and other obstructions.
6. Exhaust fumes, if using in a confined area.
7. High wind speeds and other adverse weather conditions.

Precautions

1. All operators of mobile elevating work platforms must be trained in their use.
2. Operators should only operate the types of mobile elevating platform for which they have a certificate.
3. Always check that the machine is stable before use.
4. Use outriggers or stabilisers, when fitted.
5. Except for scissor lifts, users should wear a safety harness and clipped to basket.
6. Ensure that the ground conditions are suitable for the type of machine in use.
7. Do not load the machine beyond its safe working load.
8. If your work involves removing equipment or materials from a structure, don't forget to allow for the extra weight.
9. When manoeuvre in a confined area or where members of the public are at risk, always use a Banksman.
10. Be prepared to stop work and return to ground level if the wind speed or weather conditions deteriorate to an unacceptable level.

Refuelling

1. Always turn the engine off before refuelling.
2. LPG-powered machines must be refuelled in open spaces where any spillage can easily and quickly disperse.
3. It is good practice to carry out refuelling of all machines in the open air.
4. Avoid skin contact if refuelling diesel oil and clean up any spillage to avoid a slipping hazard.

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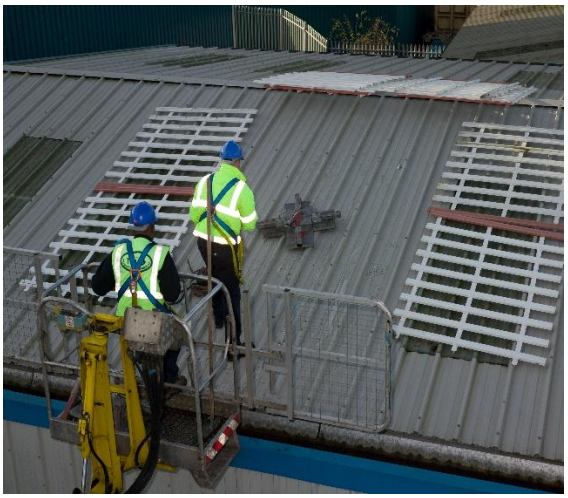

No. 5. Cone and Barrier MEWP, Access equipment and/or Work area

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

Working in Service Yards or areas where there is Limited and/or no General Public Access including internal works.

A) Locate the designated/safest place to position the MEWP or work area. Avoid pedestrian and vehicular traffic. Do not block doors, entrances or emergency exits without discussion with onsite contact.
B) Place safety cones at regular intervals around the MEWP or work area.
C) Attach Adjustable Poles to all the cones.
D) Place warning signs at either end of the demarked work area.
E) In exceptional circumstances the deployment of a watchman may be required or the use of more robust barriers (Pedestrian barriers, Heras panels).

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Working in areas where the General Public are present including internal works.

Locate the designated/safest place to position the MEWP or work area. Avoid pedestrian and vehicular traffic. Do not block doors, entrances, or emergency exits.

A) Locate the designated place to position the access equipment (MEWP, Scaffold Tower etc). do not block doors, entrances or emergency exits without discussion with onsite contact.
B) Place Pedestrian barriers at regular intervals around the Access Equipment or work area.
C) Place warning signs at either end of the demarked work area.
D) In exceptional circumstances the deployment of a watchman may be required or the use of more robust barriers (Heras panels).

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No. 6. Manual Handling

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) **Keep the load close to the waist**. Keep the load close to the body for as long as possible while lifting. Keep the heaviest side of the load next to the body. If a close approach to the load is not possible, try to slide it towards the body before attempting to lift it.
B) **Adopt a stable position**. The feet should be apart with one leg slightly forward to maintain balance (alongside the load, if it is on the ground). The worker should be prepared to move their feet during the lift to maintain their stability. Avoid tight clothing or unsuitable footwear, which may make this difficult.
C) **Get a good Hold**. Where possible the load should be hugged as close as possible to the body. This may be better than gripping it tightly with hands only.
D) **Start in a good posture**. At the start of the lift, slight bending of the back, hips and knees is preferable to fully flexing the back (stooping) or fully flexing the hips and knees (squatting).
E) **Don't flex the back any further while lifting**. This can happen if the legs begin to straighten before starting to raise the load.
F) **Avoid twisting the back or leaning sideways**, especially while the back is bent. Shoulders should be kept level and facing in the same direction as the hips. Turning by moving the feet is better than twisting and lifting at the same time.
G) **Keep the head up when handling.** Look ahead, not down the load, once it has been held securely.
H) **Move Smoothly.** The load should not be jerked or snatched as this can make it harder to keep control and can increase the risk of injury.
I) **Don't lift or handle more than can be easily managed.** There is a difference between what people can lift and what they can safely lift. If in doubt, seek advice or get help. (Average weight to lift is 25kgs).
J) **Put down, and then adjust.** If precise positioning of the load is necessary, put it down first. Then slide it into the desired position.

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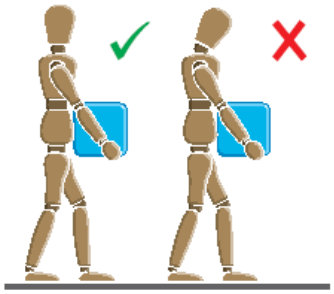
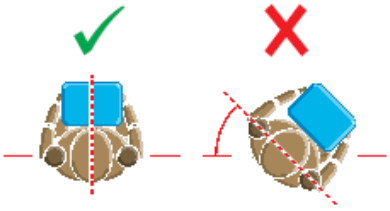
Adopt a stable position with feet apart and one leg slightly forward to maintain balance

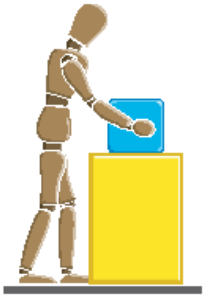
Start in a good posture



Keep the head up when handling



Avoid twisting the back or leaning sideways, especially while the back is bent



Put down, then adjust

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No. 7. The Safe Use of Ground Guards (Track Boards)

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Agree with the client a safe route of access to the area of work.
B) Cordon or barrier the areas of access adjacent to the area of work.
C) Wear the appropriate PPE (gloves, safety shoes, hi-vis vest).
D) Place the guards in position (left side and right-side wheels) using safe manual handling procedures. Use the proprietary "Handi-Hook" to ease/adjust the guard positions once placed on the ground.
E) Either overlap each ground guard by at least six inches long ways on, do not leave gaps between the boards, as this will cause the boards to buckle and rut the ground or use ground pegs to pin ground guards to surface to prevent boards slipping under vehicle movement.
F) Drive over the ground guards at a very slow speed. Use a Banksman for guidance to ensure the wheels/tracks do not run off the boards when moving. As the vehicle makes forward progress, remove the rear ground guards, and replace at the front of the vehicle allowing forward advancement across the ground.
G) Outrigger pads will need to be used at each leg jacking point.

When work is finished, reverse the procedure to return the vehicle to its starting point, again observing safe manual handling procedures.

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No. 8. Noise Control

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Noise at work can cause hearing loss, which can be temporary or permanent. People often experience temporary deafness after leaving a noisy place. Although hearing recovers within a few hours, this should not be ignored. It is a sign that if you continue to be exposed to the noise, your hearing could be permanently damaged. As a rule of thumb, if people have to raise their voice or shout when standing less than two meters away to be heard, there is a noise problem that needs addressing, the trigger point for action being a noise level at 85dB and above.

B) A review of TGM work methods found that none of our normal operations generate enough noise to be a problem for the operators carrying out gutter cleaning activities. However, three activities that may possibly be undertaken at some times have been identified as problematic, these are high pressure water jetting, the use of angle grinders and the use of the Upkeeper Gutter Vacuum.

C) Information from the suppliers of the above items give the following noise levels for this equipment:

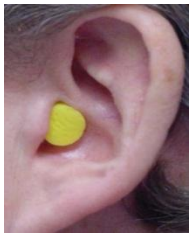
- Angle Grinder - 102dB(A)
- Water Jetter - 104dB(A)
- Upkeeper Gutter Vacuum – 100dB(A)

As can be seen, these levels exceed the 85dB action level; therefore, it is necessary to take measures to reduce the noise exposure levels if work of this type is undertaken.

D) This type of work is carried out in the open and usually involves at least a team of two people, possibly more. Consequently, the noise will affect all personnel in the immediate vicinity of the work, so any precautions taken are considered applicable to all workers in the area.

E) In order to reduce noise exposure levels to an acceptable level for the workers, ear defenders or ear plugs must be worn at all times if carrying out this type of work. The ear defenders or earplugs must have a Single Number Rating of SNR 25 minimum, thereby effectively reducing noise levels to 77dB(A) for angle grinders, and 79dB(A) for the water jetter. However, for prolonged use of this type of equipment, ear defenders and earplugs with a higher SRN number would be preferable.

F) In addition to the above, some sites and buildings we may enter could have a mandatory requirement for hearing protection to be worn. In these circumstances, ear defenders or earplugs must be worn to comply with the site or factory regulations, regardless of the work TGM are carrying out.



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No. 9. Access and egress to the roof by Internal means with ACCEPTABLE edge protection (min. 950 mm high) in place

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Locate the internal access and gain permission to use it (check any alarms are switched off).
B) Access the roof.
C) Check wind speed is acceptable for operations being carried out, at roof level (25 mph max).
D) You need to agree a safe zone down to the gutter or work area. If necessary, provide a demarcation area to make sure it is always used. If you pass within 2 mtrs of skylights, **they must be covered** with roof light covers.
E) This method is often used in conjunction with Method 2 page 7.

See GENERAL NOTES on page 54

No. 10. Using ladders as a work platform up to 7 mtrs (foot level) for short duration works of up to 10 minutes

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (15 mph max).
B) Locate the designated/safest place to erect the ladder, avoiding any overhead power cables. Check the ground conditions are suitable.
C) Remove the ladders from the vehicle bearing in mind safe manual handling procedures and check for visual damage/defects.
D) Either you or your partner foots the ladder while either of you walks it up to the building or use the building to lever against. Sign cone or tape off area from the general public (as required).
E) Set up the ladder stabilisers or have ladders footed (this lowers the risk of slipping, sideways movement, and bounce). Use non-slip mat if needed.
F) Standoff clips for the top of the ladder to be used as required.
G) Raise the ladder to the work area.
H) Check and fit full personal safety harness with a single Adjustable lanyard with steel snap hooks fitted. (Only if ladders are fixed to structure).
I) Climb ladder and on reaching the top fit your steel snap hook to the top rung of the ladder to always maintain three points of contact (only if ladders are fixed to structure). Secure top of ladder if possible.
J) Double-check wind speed is still acceptable.
K) Complete work task without overreaching (maximum each side of ladder 600 mm) and always maintain three points of contact.

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L) Unclip snap hook, descend the ladder and move ladder to new position. Repeat operation until work is completed.

GOOD PRACTICE NOTES

1. All operators are to be trained in the safe use of ladders.
2. All ladders used to be compliant with BSEN 131.
3. Daily visual checks of the ladders to be carried out prior to use.
4. Ladders to be restricted to short term use (one position for 10 minutes max).
5. Three points of contact on the ladder to be always maintained.
6. No overreaching or stretching allowed (use extendable poles).
7. Only use on level, firm ground, and avoid slippery surfaces.
8. All ladders to be footed or deploy the stabilisers/spurs or non-slip mat.
9. Tie off ladders wherever possible.
10. Use Stand-Offs to avoid resting ladders on weak or slippery plastic gutters.
11. Ladders to be set at 75 degrees (one out four up ratio).
12. Position ladders where they will not be struck by vehicles. If not possible, cone off around the ladders and if necessary, deploy a watchman if high vehicular traffic is present.
13. Only position ladders where they will not get pushed or knocked by opening doors and windows or block emergency or fire doors.
14. Prevent pedestrians from walking under them by using cones and barrier tape.
15. Avoid overhead power lines and cables (keep 6m horizontal distance away).
16. Do not use in strong or gusting winds. Maximum speed of 15 mph.
17. Wear appropriate footwear.
18. When in use do not exceed the TGM maximum of 7-metre foot height.

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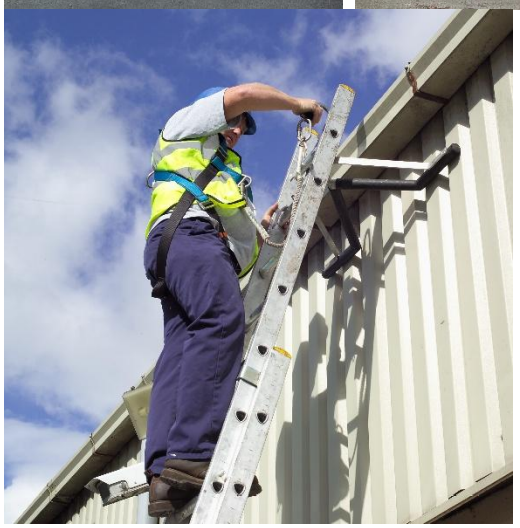
Use of ladders



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No. 11. Gutter cleaning and repairs to either a steel sheeted building or flat roofed building with ACCEPTABLE edge protection (min. 950 mm high). Assume fragile roof lights on roof

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph max for remedial repairs).
B) Access the roof by the agreed method.
C) If roof lights are present within 2 mtrs of the work or access areas (including valley situations) they must be made safe by placing fall arrest covers over them.
D) When the safe working parameters have been defined, commence the gutter clean and/or repair work using brushes, plastic shovels, and plastic bags for removal of waste.
E) Once the work within the defined parameters of working has been completed, it will be inspected, and any remedial works will be done immediately.
F) The next area of work is defined, and the above process will then be repeated. Move equipment to next designated area and repeat as many times as is necessary to complete the works.

PLEASE NOTE: It may be necessary for a more detailed method statement because of circumstances on site. This will be provided as required.

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No. 12. Gutter cleaning or repairs to a steel sheeted building with NO SUITABLE edge protection. Assume fragile roof-lights on the roof

There are only Ten ways to clean and/or repair edge gutters on this type of building:

12/1 Use a mobile elevated work platform (MEWP) – Method 4 and 18.
12/2 Provide suitable temporary edge protection in the form of mobile scaffold towers, scaffolding or similar access platforms – Method 3.
12/3 Complete the task off ladders (up to 7 mtrs at foot level) if the work is of short duration – Method 10.
12/4 Use a Mobile Man Anchor – Method 21.
12/5 Using a TGM Van or Truck-Mounted MEWP as a dead weight anchoring device – Method 22.
12/6 Use a fitted safety line system –Method 20.
12/7 Use the Easi-Dec valley frame in valley gutters – Method 24.
12/8 Use of Boardwalks - Method 26
12/9 Use of Fall Proof Covers – Method 27
12/10 Use of Gutter Vac – Method 25.

On any building all Ten options above may need to be used to complete the works. In whichever case is used the following method of work is then to be adhered to, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph max for remedial works).
B) Access area by agreed methods.
C) When the safe working parameters have been defined, commence the gutter clean or repair using brushes, plastic shovels, and plastic bags for removal of all waste.
D) Once the work within the defined parameters has been completed, it will be inspected, and any remedial works carried out immediately.
E) The next area of work is defined, and the above process will then be repeated. Move equipment to next designated area and repeat as many times as is necessary to complete the works.

In the case of valley gutters:

A) Access the roof as per (1) above.
B) Access the roof as per (2) above.
C) Lift to valley, Easi-Dec valley frame if required – Use the Easi-Dec valley frame in valley gutters – Method 24.
D) Lift Boardwalks if required.
E) Lift fall proof covers if required.
F) Keep 2 metres away from unprotected valley ends.

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PLEASE NOTE: It may be necessary for a more detailed method statement because of circumstances on site. Please contact your PC for more details.

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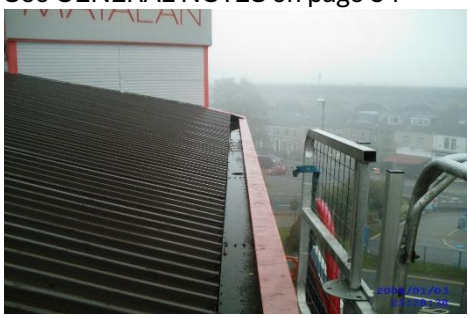

No. 13. Gutter cleaning and repairs to edge and Valley gutters on asbestos cement, tile, Slate, or profiled roofs with NO SUITABLE edge protection

Always assess the suitability and condition of the roof before you place equipment onto it. Where there is doubt always take professional advice before proceeding.

There are only eight ways to clean or repair edge gutters on this type of building:

13/1 Use of Mobile elevated work platform (MEWP) - Method 4 and 18.
13/2 Provide suitable temporary edge protection in the form of mobile scaffold towers, scaffolding or similar access platforms – Method 3.
13/3 Complete the task off ladders (up to 7 mtrs. at foot level) if the work is of short duration – Method 10.
13/4 Use the Easi-Dec valley frame in valley gutters – Method 24.
13/5 Use of Boardwalks in valley gutters – Method 26
13/6 Use of Fall proof covers in valley gutters – Method 27
13/7 Use of Gutter Vac – Method 25
13/8 Use of cat ladders – Method 30

On any building all eight options above may need to be used to complete the works. In whichever case is used the following method of work is then to be adhered to, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph max for remedial works)
B) Access area by agreed methods.
C) When the safe working parameters have been defined, commence the gutter clean or repair using brushes, rollers, plastic shovels and plastic bags for removal of all waste.

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D) Once the work within the defined parameters has been completed, it will be inspected, and any remedial works carried out immediately.

E) The next area of work is defined, and the above process will then be repeated. Move equipment to next designated area and repeat as many times as is necessary to complete the works.

In the case of valley gutters:

1) Access the roof as per (13/1) above.
2) Access the roof as per (13/2) above.
3) Lift to valley, Easi-Dec valley frame – Method 24. And or
4) Lift to valley, Fall Proof Covers -Method 26. And or
5) Lift to valley, Boardwalks – Method 27.
6) Use the Easi-Dec valley frame, and/or Fall Proof Covers and/or Boardwalks at all times while in the valley.
7) Keep 2 metres away from unprotected valley ends.

NOTES

Breathing in air containing asbestos fibres can lead to asbestos related diseases, mainly cancers of the lungs and chest linings. Bonded asbestos cement roof sheets contain typically 10 to 15 percent white asbestos. The asbestos is tightly bound into the cement and the material will only give off fibres if it is badly damaged or broken. Bonded asbestos cement sheets are considered to be in the low-risk category, but the following precautions still need to be taken during the cleaning of gutters on asbestos roofed buildings in order to minimise the risk of exposure.

A) For cleaning gutters on asbestos roofs, the following PPE MUST BE WORN:
Disposable overalls fitted with hood (type 5), Safety Boot covers or safety boots without laces and disposable rubber gloves. (See pictures below).

B) For cleaning gutters on asbestos roofs, the following equipment is required:
Scoop or trowel, garden type sprayer or watering can, containing water and detergent as a wetting agent, bucket of water and cloths, Red and Clear polythene bags with labels.

C) For cleaning the gutters, if the gutters are dry, spray the gutters with the water/detergent, as this will keep the dust to a minimum. Remove the debris from the gutters with the scoop or trowel, wetting the debris again if dry material is uncovered. Place the debris into a polythene sack, double bag it and then tie off with a label marked Hazardous Waste. All asbestos waste should be stored securely and disposed of correctly, as per clients' instructions. Under no circumstances should the waste be removed from site by TGM.

D) Use wet rags to clean the equipment, work boots and any access equipment used.

E) Remove overalls, mask and gloves and dispose of as asbestos waste, along with any rags used for cleaning.

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Refer to COSHH assessments. If works requires you to be in contact with any hazardous substances.

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No. 14. Working with pigeon and seagull excreta

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

Follow all other agreed method statements and notes but pay particular attention to the following if the conditions are severe:

A) Be very careful of seagulls flying at you especially when they have young.
B) Always wear strong rubber gloves.
C) Always wear dust mask/respirator especially when gutter content is dry to prevent breathing in dust from bird excrement.
D) When there is a risk of splashing i.e., when it's wet, eye and head protection must be worn.
E) Always wear long trousers and long-sleeved shirts to keep dirt off skin.
F) After working with excreta or dead birds, always wash hands and face thoroughly before continuing with anything else.
G) Never eat, drink, or smoke while working with dead birds or their excreta.
H) Be very careful of the excessively slippery conditions that may be present.
I) Double bag all spoil for disposal.
J) All nests to be removed unless occupied by eggs or chicks.
K) Report any nests that cannot be moved by way of site report O1, highlighting nest(s) on site plan.

Refer to COSHH assessments. If works requires you to be in contact with any hazardous substances.

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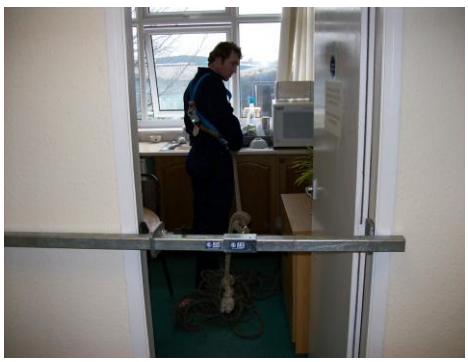
No. 15 Antec Adjustable Anchorage Point (door frame bar) or similar approved that conforms to EN 795

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Agree with client that the use of the adjustable anchorage point is acceptable and suitable before commencing.
B) Discuss with management on site and agree any cordoned off area at ground level that is required. Make regular checks that the barriers are kept in place if required.
C) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max).
D) Check and fit full personal safety harness.
E) Position and secure unit to anchorage point as per manufacturers' instructions taking special note to position between two upright columns strong enough to withstand a fall.
F) Once securely positioned clip onto the anchorage ring with both rope and cobra or a lanyard and complete the work as per agreed site-specific risk assessment and method statements.
G) When all the work is completed, remove all safety equipment. Inform the management that the work is completed and remove any barriers to the cordoned off area.

Refer to MANUFACTURERS INSTRUCTIONS on page 50



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No. 16. Cleaning and repairs to gutters on the outside edge of flat roofed buildings

There are only seven ways to clean and/or repair edge gutters on this type of building.

1) Use a mobile elevated work platform (MEWP) - Method 4 or 18.
2) Provide suitable temporary edge protection in the form of mobile scaffold towers, scaffolding or similar access platforms – Method 3.
3) Complete the task off ladders (up to 7 mtrs. at foot level) if the work is of short duration – Method 10.
4) Use a Mobile Man Anchor – Method 21.
5) Using a TGM Van or Truck-Mounted MEWP as a dead weight anchoring device - Method 22.
6) Use a fitted safety line – Method 20.
7) Use of Gutter Vac – Method 25.

On any building all seven options may need to be used to complete the works. In whichever case is used the following method of work is then adhered to, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max for gutter clean) (15 mph max for remedial works).
B) Access area by agreed methods.
C) When the safe working parameters have been defined, commence the gutter clean, repair or surface treatment using brushes, rollers, plastic shovels, and plastic bags for removal of all waste.
D) Once the work within the defined parameters of working has been completed, it will be inspected, and any remedial works done immediately.
E) The next area of work is defined, and the above process will then be repeated. Move equipment to next designated area and repeat as many times as is necessary to complete the works.

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No. 17 Installation of Gutter Lining Systems

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operations being carried out, at ground and roof level (15 mph max).
B) Locate the designated/safest place to position the MEWP, boom or crane, avoiding any overhead power cables.
C) Cone, pole and sign off the area around the MEWP, boom, or crane (Method 5). Do not block doors, entrances, or emergency exits. In exceptional circumstances the deployment of a watchman may be required.
D) Unload materials in a pre-arranged coned and taped area or crane direct to roof area.
E) Access the roof by the agreed method.
A nominated walkway on the roof must be established. This may be visually marked with paint, pathways designated with cones and tape or verbally agreed.
F) If roof lights are present within 2 mtrs of the work or access areas (including valley situations) they must be made safe by placing fall proof covers over them.
G) When the gutter lining system is to be installed to a gutter with no suitable edge protection, the work area must be made safe with either temporary railings, safety line system or man anchors, for the duration of the work.
H) Check that all the materials stored on the roof are secured and tied down so not to blow off in adverse weather.
I) When the safe working parameters have been defined, commence the gutter clean in preparation for the gutter lining systems, and then refer to the training and Manufacturers installation instructions.

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Type of lining system

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No. 18. Cleaning or repairs to gutters and roofs using hired in MEWPs

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level as per manufacture instructions.
B) Locate the designated/safest place to position the hired in static, mobile or vertical boom, avoiding any overhead power cables.
C) Ensure the ground conditions are suitable. If working on grassed areas, it may be necessary to deploy ground guards (track boards) (Method 7).
D) Cones, Poles and sign off the area around the hired in static, mobile or vertical boom (Method 5).
E) If using as a mobile unit, traversing the lengths of gutters/buildings must be carried out with caution and being vigilant for pedestrian and traffic movement. In certain circumstances, the deployment of a watchman may be required. Do not block doors, entrances, or emergency exits.
F) Check and fit full personal safety harness with a single adjustable lanyard with steel snap hooks fitted.
G) Check rescue kit and place in basket.
H) Do not exit basket unless there is suitable protection in place, anchor device or into a valley.
I) Access the gutter or roof area carry out the clean or repair.
J) Complete the specified work.

REMEMBER YOU MAY ONLY EXIT OUT OF A HIRED IN STATIC, MOBILE OR VERTICAL BOOM IF THERE IS EITHER SUITABLE PROTECTION IN PLACE, INTO A VALLEY OR STRAIGHT ONTO A SAFETY WIRE SYSTEM.

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Example of Types of hired in booms

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No.19 Jetting Outlet on Roof Using high pressure water jetting equipment.

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment for this job.

A) Fill up water tanks to carry out works whilst near or on site (never travel long distances with water tanks full of water)
B) Locate area of works
C) Setup suitable guarding and signage
D) Fit PPE and high visibility clothing
E) Agree hand signs for during operation of unit
F) Access roof by agreed methods
G) When lifting hose please ensure hose is suitably tied to basket during lifting and lowering only. (Hose to be untied from basket when pressure is applied.)
H) When using the unit ensure one operative remains next to the pressure and engine controls whilst other operative controls hose suitable two-way radios to be used.
I) Carry out works in accordance with specification, filling water tank as and when need
   - If using hose, use pressures between 2000 to 3600 psi
J) During operation, watch out for mechanical failures or running out of water.
K) Once complete clean off equipment and waterproof clothing worn
L) Pack away hose and lance safely
M) Switch of engine and dump excess water from tank.

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No. 20. Use of Fitted Safety Line Systems to clean or repair gutters

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Discuss with management on site and verify the last inspection date of the system. If it has not been inspected within the previous 12 months DO NOT USE IT. Look at other means of accessing the job and ring your PC.
B) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph max for remedial works).
C) Access the roof by the agreed method.
D) If the safety line system has been inspected and passed for worthiness, clip onto it with your double lanyard using any special attachments for the safety system after gaining any on-site training that may be required for the special equipment. If the personnel on site wish you to use their harnesses and lanyards, gain the necessary inspection certificates, make your own visual inspection and if you feel the equipment is acceptable, use their equipment.
E) If the line system runs within a working distance of 2 mtrs from the gutter, you are working in you may undertake the gutter clean/surface treatment or repair. When completed, come off roof in reverse order.

PROCEDURE FOR UNDERTAKING GUTTER CLEAN OR REPAIR IF THE SAFETY LINE SYSTEM RUNS FROM THE EAVES UP TO AND ALONG THE RIDGE.

A) Discuss with management on site and verify the last inspection date of the system. If it has not been inspected within the previous 12 months DO NOT USE IT. Look at other means of accessing the job and ring your PC.
B) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph for remedial works).
C) Access the roof by the agreed method.
D) If it has been inspected and passed for worthiness, clip onto it with your double lanyard using any special attachments for the safety system after gaining any on-site training that may be required for the special equipment. If the personnel on site wish you to use their harnesses and lanyards, gain the necessary inspection certificates, make your own visual inspection and if you feel the equipment is acceptable, use their equipment.
E) If the wire system is a dedicated **2-person** system, both operatives clip onto the system with their double lanyards or any special attachments for the safety system.
Operative 1 attaches a rope of suitable length to his double lanyard and then attaches Cobra rope grab to himself via his harness.

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Operative 2 is always attached to the safety line.

F) Operative 1 can now descend to work area by feeding rope through the Cobra rope grab.

G) Operative 2 is now at the ridge (clipped on) and operative 1 at dedicated work area (clipped on). Both operatives work in a parallel fashion along the roof with operative 1 undertaking the gutter clean or repair at dedicated work area and operative 2 at the ridge assisting in moving the double lanyard attached to safety line. When completed come off the roof in reverse order.

- At all times operative 1 at dedicated work area needs to remove any slack in the rope to reduce the pendulum effect.
- If roof lights are present within 2 mtrs of the work area, they must be made safe by placing fall arrest covers over them.

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No. 21. Mobile Man Anchor

When using this method statement, you must ring your TGM management representative before work commences.

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Discuss with management on site and agree any cordoned off area at ground level that is required inside the building. Make regular checks that the barriers are kept in place if required.
B) Check wind speed is acceptable for operations being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph max for remedial works).
C) Access the roof by the agreed method.
D) Agree with client before use that the use of a Mobile Man Anchor is acceptable and the roof is strong enough. Assemble unit as per manufacturer's instructions for either flat or pitch roof applications. Check the manufacturer's pitch roof "Safe Working Practice" to ensure that the pitch of the roof being worked upon is acceptable to take the man anchor.
E) Attach to the Man Anchor as per manufacturer's instructions.
F) Follow rope method 31.
G) Complete the task.
H) Once the work is completed, remove all safety equipment in the reverse order, inform the management that the work is complete and remove the barriers to the cordoned off area.

Refer to Mobile Man Anchor instructions.

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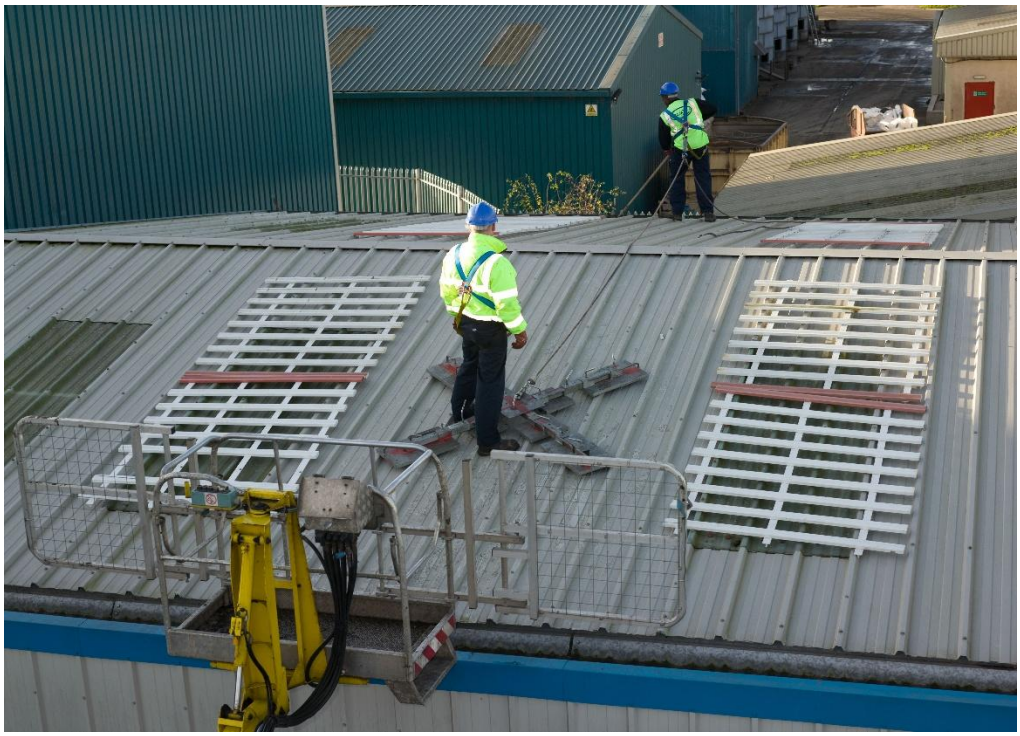
Mobile Man Anchor



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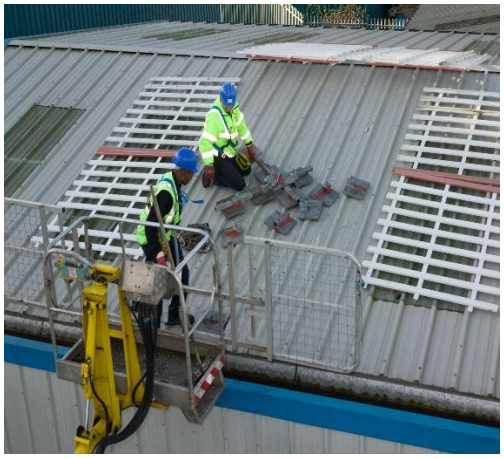

No. 22. Gutter Cleans and repairs to steel sheeted roofed buildings (up to 15° pitch) with NO SUITABLE edge protection using a TGM Van or Truck- Mounted MEWP as a dead weight anchoring device

When using this method statement, you must ring your TGM management representative before work commences.

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Ensure the on-site Manager is made aware of the procedures involved.

B) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph max for remedial works).

C) Check and fit full personal safety harness with a single adjustable lanyard with steel snap hooks fitted.

D) Locate the best ground position on the opposite side of the roof to where the work is to be carried out.

E) Before lifting the MEWP, make sure you are clipped to the dedicated anchor point with your fixed lanyard and have the following in the Basket: -

- 1 x length of rope of suitable length to access the work area.
- 1 x Cobra rope grab
- 1 x set of 2-way communicators (and working).
- 1 x mobile phone (which needs to always stop with the man in the cage)
- 1 x set of equipment to do the works
- 1 x rescue kit

F) Locate the position of any roof-lights and position the MEWP basket at roof level in between the roof-lights. If the roof-lights are closer together than 4 mtrs you will need to cover one set over

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(see Item H) to establish a safe walking zone to the work area (Lock the vehicle before lifting the MEWP).

G) Access the roof in the TGM MEWP in the agreed manner with 2 operatives in the basket at this stage. Make sure the MEWP is over the roof edge and as far onto the roof as possible. At this point, switch off the engine if required.

H) The operative undertaking the works needs to fit a rope (of suitable length up to 50 metres max to access the work area) with a rope grab either attached to himself via his harness and the approved fixing point or by following rope method 31. Check at this point to see if any roof-lights require covering. If they do, bring up onto the roof, proprietary fall-proof covers and adjusts the basket position to give a 2mtr wide clear passage to the work area.

I) The operative who is going to undertake the works can now unclip his fixed lanyard from the fixing point in the basket and can then climb from the rear of the basket onto the roof. He can then move in a straight line forward using the Basket protection to the work area. You must always have the Basket directly behind you up to the ridgeline. If passing within 2 mtrs of any roof-lights these need to be covered with fall proof covers.

J) When working on the opposite roof slope or gutter from the MEWP position, both operatives should be in regular communication with each other using 2-way radios. Whenever possible, maintain visual contact. **One operative must always remain in the basket. If 2-way radios are not allowed on site then Method 22 cannot be used.**

At all times keep your rope to the shortest distance between you and the approved fixing point in the MEWP. Please see below images showing suitable distances from roof edges and hips. Should you need to be closer than the below distances additional safety equipment is required. This will at times be a slow operation, but your patience and full compliance is paramount.

K) Agree the safe parameters of the work (consider the pendulum effect). Use sufficient truck moves to reduce the pendulum effect. Complete the work in that area and then in the reverse procedure of D-K, move onto the next area. When all the work is completed, remove all safety equipment in the reverse order and inform the management that the work is completed.

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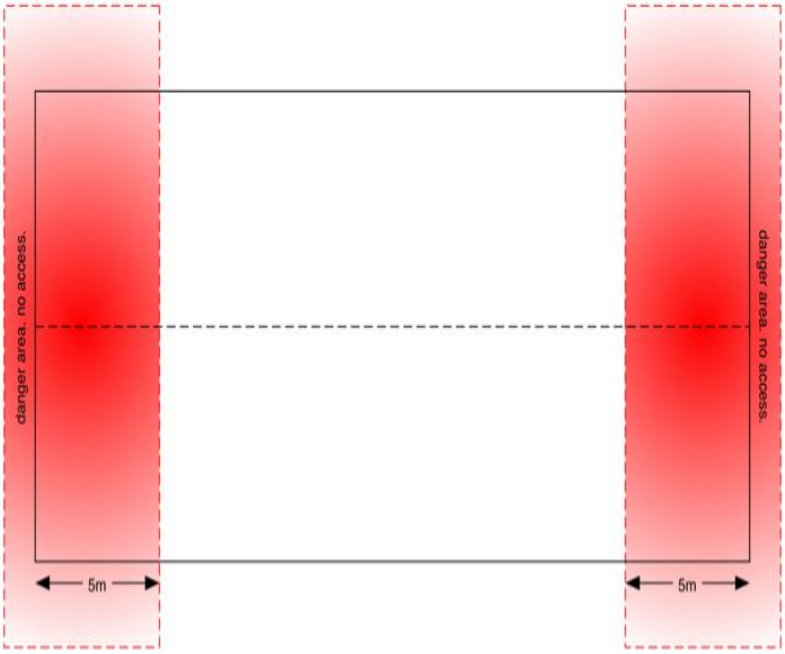

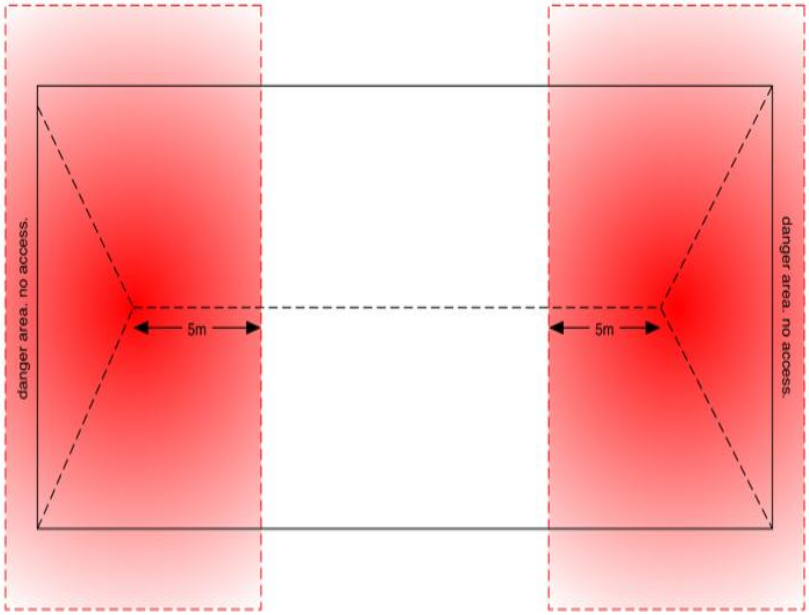

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No. 23. Gutter Cleans and repairs to flat roofed buildings with NO SUITABLE edge protection using a TGM Van or Truck-Mounted MEWP as a dead weight anchoring device

When using this method statement, you must ring your TGM management representative before work commences.

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Discuss with management on site and agree any cordoned off area at ground level that is required inside the building. Make regular checks that the barriers are kept in place if required.

B) Check wind speed is acceptable for operations being carried out, at ground and roof level (25 mph max for gutter cleans) (15 mph max for remedial works).

C) Check and fit full personal safety harness with a single adjustable lanyard with steel snap hooks fitted.

D) Locate the best ground position on the opposite side of the roof to where the work is to be carried out.

E) Before lifting the MEWP make sure you have locked up the vehicle and have the following in the Basket:
1 x length of rope of suitable length to access the work area
1 x Cobra rope grab
1 x set of 2-way communicators (and working)
1 x mobile phone (which needs to stop with the man in the cage at all times)
1 x set of equipment to do the works
1x rescue kit

F) Access the roof in the TGM MEWP in the agreed manner with 2 men in the basket at this stage. Make sure the MEWP over the edge is as far onto the roof from the as possible. At this point, switch off the engine if required.

G) The operative undertaking the works needs to fit a rope (of suitable length up to 50 mtrs max to access the work area) with either rope grab attached to himself via his harness and the approved fixing point or by following rope method 31. Check at this point to see if any roof-lights require covering. If they do, bring up onto the roof, proprietary fall proof covers, and adjust the basket position to give a 2mtr wide clear passage to the work area.

H) The operative who is going to undertake the clean/repair can now unclip his lanyard from the fixing point in the basket and can climb from the rear of the basket onto the roof. He can then move in a straight line to the area of roof that requires cleaning or repair. If passing within 2 mtrs of any roof-lights these need to be covered with fall proof covers.

I) Agree the safe parameters of the work (consider the pendulum effect). Complete the work in that area and then in the reverse procedure of D-I, move onto the next area. When all the work is completed, remove all safety equipment in the reverse order, inform the management that the work is completed and remove the barrier to the cordoned off area.

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At all times keep your rope to the shortest distance between you and the approved fixing point in the MEWP. This will at times be a slow operation but make sure you do it. One operative must always remain in the basket.

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MEWP as a dead weight Anchor

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No. 24. Use of Easi-Dec Valley Frame in valleys with adjacent roofs of FRAGILE MATERIALS i.e., asbestos, glass etc

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the risk Assessment Form 01 for this job.

Always assess the suitability and condition of the roof before you place equipment onto it. Where there is doubt, always take professional advice before proceeding.

A) Check wind speed is acceptable for operation being carried out, at ground and roof level (25 mph max).

B) Access the roof by either:
   (a) Mobile Elevated Work Platform (Methods 4)
   (b) Scaffold Tower (Method 3)

C) Lift the unassembled Valley Frame into position in the valley gutter by use of MEWP basket or lifting onto Scaffold Tower. The Valley Frame should be assembled, checked, and sits squarely on the roof. Fit appropriate PPE, climb inside the frame, and stand in the gutter. Attach yourself via your harness and lanyard to one of the main members of the frame as high as possible using your lanyard. Never work outside the Valley Frame. Lift the frame just clear of the roof, making sure it feels balanced and comfortable and walk steadily along the gutter. Refer to manufactures instructions.

D) If you are only completing work in the gutter area do not unclip from the Valley Frame until the works are completed and do not work closer than 2 mtrs from the building edge at the other end of the valley you are working in without fixing further edge protection.

E) When all the work is completed, remove all equipment in the reverse order.

On **asbestos cement** roofs see Notes on Method 13

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No. 25. Use of Upkeeper Gutter Vacuum

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

A) Unit only to be used by trained operatives.
B) Locate a safe place to position the vacuum unit, taking into account any pedestrian movement.
C) Take care when lifting the vacuum unit out of the van/truck. Use safe manual handling techniques (Method 6). If required use two persons.
D) When using the machine ear protection must be worn as noise levels from the unit exceed the action level of 85dB (A).
E) Take care to avoid cuts to the hands from the tubing clips. If necessary wear gloves.
F) When cleaning asbestos cement gutters or gutters on asbestos cement roofs, the waste should be double bagged and labelled Hazardous Waste. Then stored securely and disposed of correctly. Under no circumstances should asbestos waste be removed from site by TGM unless authorised by PC.
G) If lifting the vacuum unit onto a roof it will be necessary to hire in a crane to complete the job safely.
H) Care should be taken if the weather conditions are windy to avoid loss of control of the suction lance, and if possible, use a belt harness to reduce operator fatigue.

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No. 26.Use of Boardwalks on Fragile Roofs

The following agreed method must be carried out, coupled with all other identified on the Risk Assessment Form O1 for the job.

A) Check wind speed is acceptable for the operation to be carried o
B) Locate the designated/safest place to position MEWP/Crane.
C) Protect MEWP/Crane and work area in accordance with Method 5.
D) Ensure all components are available and in good working order.
E) Fit and attached legs to boardwalks.
F) Gain access to the roof or work area by agreed method.

There are only two ways to lift Boardwalks and components on to the roof area:

1) Using either TGM MEWP or Hired-in MEWP.
2) Using a Crane or other lifting equipment ensuring height requirements are meet.

Either one of these options can be used on any building depending on the number of boardwalks required.

Once on the roof:

G) Lift boardwalk or place vertical up the roof from access point. This can be done by sliding the boardwalk up the roof.
H) You may now step out onto boardwalk and clip double lanyard onto rung
I) Walk up boardwalk by, clipping and unclipping double lanyard and put uprights into designated places on legs.
J) Once at end of first boardwalk, fit poles into the uprights to form edge protection.

There are two possible ways to fit poles to uprights to form edge protection:

1) Fit poles to both side of boardwalks to provide a safe walkway up and over roof apex
   Or

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2) Fit poles to one side opposite to you work area. Ensuring you clip and unclip double lanyard as you move up and down boardwalk.

K) Repeat the process as necessary (by sliding additional Boardwalks up or along the roof).
L) Once task is complete remove equipment in reverse order.

No. 27. Use of Fall Proof/Skylight Covers on either Fragile roof or Steel Roofs with Skylights

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for the job.

A) Check wind speed is acceptable for the operation to be carried out at ground level and roof level.
B) Locate the designated/safest place to position MEWP/Crane.
C) Protect MEWP/Crane and work area in accordance with Method 5.
D) Gain access to the roof or work area by agreed method.
E) Lift Fall Proof/Skylight Covers on to the roof.

There are only two ways of lifting Fall Proof/Skylight Covers on to the roof area:

1) Using either TGM MEWP or Hired-in MEWP.
2) Using a Crane or other lifting machinery ensuring height requirements are meet.

Either one of these options could be used on any building depending on the amount of covers required.

Once on the Roof:
There are six possible uses for the Fall Proof/Skylight Covers:

1) Working in a valley on a fragile roof.
2) Working in a valley on a steel sheeted roof with skylights within two metres of the work area.
3) Working on an outside gutter with edge protection (950mm high min) on a fragile roof.
4) Working on an outside gutter with edge protection (950mm high min) on a steel sheeted roof with skylight within two metres of the work area.
5) Providing a safe designated walkway on a steel sheeted roof with skylights within two metres of the walkway.
6) Providing a safe walkway on a steel sheeted roof with skylights within two metres of the walkway whilst carrying out a Method 22.

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A minimum of four Fall Proof/Skylight Covers to be used at any one time. i.e. (two covers on each side of a valley).

F) When working in a valley on a fragile roof the operatives must position themselves in the middle of the Fall Proof/Skylight Covers.

G) When working in a valley on a steel sheeted roof with skylights the operatives must position themselves between the skylights that the Fall Proof/Skylight Covers are on.

H) When working on an outside edge gutter with edge protection (950mm high min) on a fragile roof, Fall Proof/Skylight Covers are placed on to the fragile roof or roof areas.

I) When working on an outside edge gutter with edge protection (950 high min) on a steel sheeted roof with skylights, Fall Proof/Skylight Covers are placed on the nearest part of the skylight to the gutter/work area.

J) When providing a safe designated walkway on steel sheeted roof, Fall Proof/Skylight Covers are placed on to the skylights that are within two metres of the designated walkway.

K) When providing a safe walkway on a steel sheeted roof for carrying out a Method 22, Fall Proof/Skylight Covers are placed on to the skylights that are within two metres of the walkway.

L) Complete work task by moving Fall Proof/Skylight Covers along roof ensure operatives remain within the protected area.

M) Once work task is complete remove covers by agreed method. (MEWP or Crane).

Notes

Fall Proof/Skylight Covers can be used instead of a valley frame (Method 24) and are only required for working on fragile roofs or to cover Skylights on steel sheeted roof that are within two metres of the work area.

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No. 28. Emergency rescue of suspended person

When using this method statement, you must ring your TGM management representative before work commences.

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the risk assessment form 01 for the job.

A) Contact emergency services. Dial 999 or 112.
B) Contact TGM management representative.
C) Remain calm, don't panic.
D) Keep talking to the suspended person, advise them to keep their circulation moving by shifting weight from one leg to the other, get them to use the legs straps if possible.
E) Reassure the person that help is on the way.
F) Evaluate if descent is achievable from the rescue area. If it is, continue to point 7. If not, discussion and agreement with TGM management representative is required for a best course of action.
G) Attach evacuation rope to a suitable anchor point by the rope snap hook.
H) Make your way to the rescue area in a safe and calm manner, following all usual and necessary precautions relevant to the work area.
I) Cast the rope bag in the area where the descent will take place avoiding any obstructions. Make sure the end of the rope is on the ground.
J) Attach descender to the front buckles of your safety harness.
K) Once in position pull down the handle of the descent device to the start descending in the direction of the injured person.
L) After descending to the level of the injured person, take hold of them with your legs and attach their safety harness to the descent device with the rescue snap hook. The rescue snap hook must be attached to the front or back attaching buckles of the injured persons safety harness. Cut any line the injured person is attached to.
M) Descend to the ground.

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Note: The device must be withdrawn from service and a detailed manufacturer's inspection carried out after the device has been used in a two person rescue operation.

No. 29. Working at night or in poor lighting conditions:

Carrying out work at night or in poor light conditions, increases risk by creating blind spots with lighting and having fatigued workers on site.
Safe working conditions can be greatly increased by implementing traffic controls and having a greater awareness of the work area surroundings.
Conditions can be improved be prior planning, signage, extra lighting if required and a determined programme of works.
Team leaders have the responsibility to ensure that all risks and hazards are assessed within the site-specific RAMS

A) Sign in if possible and let premises or security what we intend to do.
B) Determine if there are any time restrictions.
C) Analyse the work that is required to be carried out.
D) Determine if lighting is adequate, if not remote or generated lighting is required.
E) Wear appropriate PPE.
F) Determine what hazards could arise that could harm employers or the public.
G) Plan Ahead by taking note of any potential blind spots.
H) Look for any trip hazards.
I) Look for anything that could fall or be dropped.
J) Note any doorways or public services, phone boxes, cash machines or the like that may have to be temporarily blocked.
K) Ensure the work area is sufficiently coned of and signage is in place.
L) Use the second man as a ground marshal if required.
M) Identify exact path the access equipment will take.
N) Complete RAM's.
O) Ensure team supervisors or leaders are able to recognise if someone is too tired to function well.
P) Operatives must stay alert and pay attention to what is going on around them.
Q) Reviews to be carried out on a regular basis.
R) Supervision to be given if required.

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No. 30 Use of cat ladders:

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for the job.
There are 4 ways to access a roof via a cat ladder.

1) Using TGM MEWP or Hired in MEWP
2) Using Ladders
3) Using Access Tower (Scaffold Tower)
4) Using Scaffolding

More than one of these options may be used on the same building.

1) Using TGM MEWP
   A. Check wind speed is acceptable for the operation to be carried out, at ground level and roof level.
   B. Full fit PPE equipment
   C. Locate the designated/safest place to position MEWP
   D. Cone and barrier MEWP and work area in accordance with Method 5.
   E. Ensure all components are available and in good working order.
   F. Clip scaff hook and rope to top of cat ladder
   G. Lift cat ladder into MEWP basket and elevate to roof level.
   H. Once at roof level roll cat ladder up roof till hook passes ridge.
   I. Rotate cat ladder 180' so hook is resting against ridge.
   J. Once in place attached rope slider to rope and harness, unclip lanyard form basket and step on to cat ladder.
   K. Carry out work and repeat process along roof as necessary ensuring MEWP basket is behind cat ladder at all times.
   L. Once complete remove cat ladder from roof and lower within MEWP basket.

2) Using ladders

   A. Check wind speed is acceptable for the operation to be carried out, at ground level and roof level.
   B. Full fit PPE equipment
   C. Locate the designated/safest place to position Ladder
   D. Cone and barrier Ladder and work area in accordance with Method 5.
   E. Ensure all components are available and in good working order.
   F. Clip scaff hook and rope to top of Ladders and cat ladder

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G. Setup ladder to the required height ensuring correct angle (75' 4m up 1m out)
H. Tie ladder to wall if possible if not use ladders stabilisers to prevent sideways movement.
I. Fit rope slide and attach to rope and ascend ladder to roof level.
J. Once at roof level lift and roll cat ladder up roof till hook passes roof apex.
K. Rotate cat ladder 180' so hook is rested against roof apex ridge.
L. Once in place attached cat ladder to ladder using ratchet strap.
M. Once strap in place clip lanyard to top stile of ladder and unclip slider.
M. Re attached slider to rope on cat ladder and unclip lanyard from top stile of ladder.
N. Now step on to cat ladder and carry out work.
O. Repeat process along roof as necessary.
P. Once complete remove cat ladder from roof in reverse order.

3) Using Scaffold tower

A. Check wind speed is acceptable for the operation to be carried out, at ground level and roof level.
B. Full fit PPE equipment
C. Locate the designated/safest place to position Scaffold tower
D. Cone and barrier scaffold tower and work area in accordance with Method 5.
E. Ensure all components are available and in good working order.
F. Clip scaff hook and rope to top of cat ladder
G. Build scaffold tower to designated height in accordance with Method 3.
H. Climb scaffold tower to roof level.
I. Once at roof level lift cat ladder and roll cat ladder up roof till hook passes roof apex.
J. Rotate cat ladder 180' so hook is rest against roof apex.
K. Once in place attached rope slider to harness and rope on cat ladder then step on to cat ladder.
L. Carry out work and repeat process along roof as necessary ensuring scaffold tower is behind cat ladder at all times.
M. Once complete remove cat ladder from roof and dismantle scaffold tower.

4) Using scaffolding

A. Check wind speed is acceptable for the operation to be carried out, at ground level and roof level.
B. Full fit PPE equipment
C. Ensure scaffold has been certified for use
D. Ensure all components are available and in good working order.
E. Clip scaff hook and rope to top of cat ladder
F. Climb scaffolding to roof level.
G. Once at roof level lift cat ladder roof level and then roll cat ladder up roof till ridge hook passes roof apex.
H. Rotate cat ladder 180' so hook is rest against roof apex.

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I. Once in place attached rope slider to harness and rope on cat ladder then step on to cat ladder.
J. Carry out work and repeat process along roof as necessary ensuring scaffolding is behind cat ladder at all times.
K. Once complete remove cat ladder from roof.

If access is need to opposite elevation you must ensure both cat ladder are strapped together before accessing opposite elevation from access point to roof.

No 31. USING ROPE FROM SUITABLE ANCHOR POINT

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for this Job.
This method can only be used with the following equipment:

A. TGM MEWP (Methods 22 and 23)
B. Mobile Man Anchor (Methods 21)
C. Window/Door Bar (Methods 15)
D. Suitable Single Point Anchor
E. Man safe system (Safety line) (Methods 20)

On any building all five options may need to be used to complete the works. Whichever option is used, the following method of work is then adhered to, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for this job.

1. Once all Safety parameter are in place carry out method in accordance with below.
2. Access the roof by the agreed method.
3. Operative 1 attaches a rope of suitable length to his rear ‘d’ ring on harness.
4. Operative 1 then attaches rope grab to the double lanyard which is attached to suitable anchor point.
5. Operative 2 is always attached to suitable anchor point.
6. Operative 1 can now descend to work area by operative 2 feeding rope through the rope grab. Operative 2 is now at the suitable anchor (clipped on) and operative 1 at dedicated work area (clipped on).
7. Both operatives work in a parallel fashion along the roof with operative 1 undertaking the gutter clean or repair at dedicated work area and operative 2 at the ridge assisting in moving the excess rope and double lanyard attached to safety line, also to removing slack in line when necessary.
8. When works completed come off the roof as agreed in other methods in a safe manner.

Notes

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At all times operative 2 at Attachment point needs to remove any slack in the rope to reduce the pendulum effect for operative 1.

If roof lights are present within 2 mtrs of the work area, they must be made safe by placing fall arrest covers over them.

When using Safety line or single anchor point it must be in date.

When using a Safety line near to roof edge, you must ensure that a suitable lanyard is used to carryout works.

When using Mobile Man Anchor on pitch roof, system must be built on opposite ridge to work area see manufacture instruction.

When using Mobile Man Anchor on flat roof, system must be at least 2.5m from a leading edge.

No 32. USE OF PROPANE TORCH

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for the job.

A flame from a propane torch can reach temperatures of over 1093˚c. Roofers applying torch on products can receive serious burns from both the torch flame and the hot modified bitumen sheets they are applying.

A) When using a torch, workers must wear additional protective clothing (gloves, eye protection).
B) Prior to use, ensure that torching equipment is in good working order and the cylinder valves are clean. Check that fittings, hoses and heads are secure.
C) DO NOT USE defective equipment.
D) Use soapy water to check connections for leaks.
E) Only use a spark lighter or electronic starter to light torch.
F) Protect the propane hose from damage by:

- Keeping torch flame away from hose.
- Keeping hose free of kinks.
- Not running over hose with equipment.
- Not using the hose to lift the cylinder.

G) A torch flame is difficult to see in daylight, be aware of and keep away from the flame.
H) NEVER LEAVE AN OPERATING TORCH UNATTENDED.

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I) Other than the operator, all workers should stay at least 1 metre away from the torch.
J) Set torch units into support leg position when not in use.
K) To shut off torch, close cylinder valve first, let gas burn out, close torch valve.
L) At the end of the day, disconnect hoses and store properly.

No 33. USE OF PORTABLE GRINDER

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for the job.

Abrasive wheels can cause severe injury. Proper storage, use and maintenance of wheels must be observed.

A) Familiarize yourself with the grinder operation before commencing work.
B) Ensure proper guards are in place.
C) Never exceed the maximum wheel speed RPM (every wheel is marked).
D) Check the speed marked on the wheel compares to the speed on the grinder.
E) When installing the wheel, check for cracks and defects. Ensure mounting flanges are clean and the mounting blotters are used. Do not over tighten the mounting nut.
F) Before grinding, run the newly mounted wheel at operating speed, checking for vibration.
G) Do not use grinders near flammable materials.
H) Never use the grinder for jobs it is not designed for.
I) Wear approved personal protective equipment including eye, face, hand, foot, and hearing protection.

No 34. CUTTING ROOFING MATERIALS

Cutting wheels can cause severe injury. Proper storage, use and maintenance of wheels must be observed.

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for the job.

A) Familiarize yourself with the equipment operation before commencing work.
B) Ensure proper guards are in place.
C) Never exceed the maximum wheel speed RPM (every wheel is marked).
D) Check the speeds marked on the wheel and compare it to the speed on the equipment.
E) When installing the wheel, check for cracks and defects. Ensure mounting flanges are

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clean and the mounting blotters are used. Do not over tighten the mounting nut.

F) Before cutting, run the newly mounted wheel at operating speed, checking for vibration.
G) Mark item to be cut with straight lines to help.
H) Remove any debris on item before continuing with cutting.
I) Do not use equipment near flammable materials.
J) Never use the equipment for jobs it is not designed for.
K) Wear approved personal protective equipment including eye, face, hand, foot, and hearing protection.
L) When not in use switch of cutting equipment a unplug
M) Store equipment in a safe place and remove cables to prevent trips and falls.

No 35. USING GAS CYLINDERS

The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for the job.

A) Gas cylinders, when not in use, must be stored outdoors and in locked designated area(s).
B) Different gases should be stored separately and isolated from other flammables, such as gasoline, solvents, oil and lumber.
C) Keep full cylinders separate from empty cylinders.
D) Gas cylinders are to be stored in an upright position, valve capped and secured in position.
E) A crane or hoist must not be used to transport gas cylinders.
F) A gas cylinder must be adequately secured when taken to a work area.
G) Always use proper fitting wrenches when making connections. Do not use vice grips or pipe wrenches.
H) Check valves for leaks using a soapy liquid around the valve connection.
I) No one shall use compressed air or gas to blow dust from their clothes and no one shall blow compressed air or gas at any other worker.

No 36. Use of stepladders to investigate underside of roof area and roof space

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The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form 01 for this job.

Follow all other agreed method statements and notes but pay particular attention to the following if the conditions are severe:

A) Locate the designated/safest place to erect the step ladder, avoiding any overhead power cables. Check the ground conditions are suitable.
B) Sign cone or tape off area from the general public (as required).
C) Remove the ladders from the vehicle bearing in mind safe manual handling procedures and check for visual damage/defects.
D) Setup step ladders and climb to top of step ladder if protection bar provided if not remain three steps from top of step ladder.
E) If removing a false ceiling, ensure this are not asbestos (Check asbestos register) and take care not to damage ceiling tiles.
F) Wear dust masks when removing these types of tiles and eye protection to prevent dust and other particles from falling into eyes and mouth etc…
G) Carryout your investigations
H) Once complete, remove equipment and dispose of any broken tile and dust mask in the correct manner.

No 37. GENERAL NOTES:

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The following agreed method must be carried out, coupled with all other agreed method statements as identified on the Risk Assessment Form O1 for the job.

A) Always assess roof for required access before works.
B) Complete Permits to Work (if required) and agree with person in charge the programme of works.
C) Check out for roof-light positions, especially painted ones, from inside the building before going onto the roof.
D) All roof-work at roof level should cease when the mean (average) wind speed reaches 25 mph (gusting to 35 mph or over). (15 mph max for remedial works)
E) Lifting of heavy objects to be carried out in a safe manner to prevent back injury (back straight, knees bent and legs apart) Method 6 page 13.
F) Set the ladder at the most stable angle i.e., at a slope of approximately 75 degrees or four vertical units to every horizontal unit.
G) Always check ladders and personal safety equipment for any defects.
H) No over-reaching from a ladder, always move it.
I) Always hold the ladder stiles when ascending and descending with two hands and face forward.
J) Always remember the movements of the general public/client's staff and TGM operatives.
K) Always use cones/signs/barriers and tape.
L) Always carry your 2-way radio communicators and/or phones.
M) Safety shoes must be worn at all times.
N) Hard hats should always be worn if you have people working above you or the site's rules require them to be worn at all times.
O) Reflective jackets must be worn if site rules require it or a particularly dangerous situation is encountered.
P) Never throw anything to the ground. Always lower it by an agreed method.
Q) Gutters or general work not accessible with access equipment provided needs to be reported back to Head Office so that we can notify the Client.
R) Bag all spoil and remove to designated tipping place. Asbestos contaminated waste should be stored securely and disposed of correctly, as per clients' instructions. Under no circumstances should asbestos waste be removed from site by TGM.
S) If hypodermic syringes, needles or sharps are encountered during a gutter clean, leave the items, do not touch and contact your/a team manager for instructions.
T) All equipment used should be assembled and used as per manufacturers' instructions.
U) Always monitor weather condition.
V) Always check ground condition.
W) Always obey the On-Site Rules and Regulations.

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ACCIDENT/RETRIEVAL PROCEDURE

1. Falls or any other accidents that do *not* involve a person being suspended.

In the event of (1) occurring, effect the following procedure: -

a) Decide whether emergency services are required. If in any doubt, call them. Use contents of the First Aid box as required.
b) When safe to do so contact your Line or Health & Safety Manager.
c) Report the incident in the accident book.

MEWP Failure

In the event of MEWP failure: -

1. In the event of One Person Stranded occurring

a) Lower using the emergency electrical lowering device from the MEWP basket. In the event this doesn't work
b) The Second operative on the ground can operate the manual hydraulic pump on the MEWP to lower the boom.
c) In the event of the top two not working, then break safeties and report to the office.

2. In the event of Two People Stranded occurring

a) Lower using the emergency electrical lowering device from the MEWP basket. In the event this doesn't work
b) Use rescue kit to lower one operative to ground level if safe to do so. (If not safe to do so contact emergency services)
c) If safe to do so, attach evacuation rope to the anchor point in the MEWP basket, by the rope snap hook, ensuring that the lanyard to the harness is still clipped on.
d) Ensure rescue kit descent device is set at the right distance from the anchor point to avoid contact with the base of the MEWP basket.
e) Cast the rope bag out of the basket in the area where the descent will take place avoiding any obstructions. Make sure the end of the rope is on the ground.

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f) Attach descent device to the front attaching buckle of the safety harness.
g) Carefully exit the MEWP basket and lower until the descent device takes your weight on the rope.
h) Unhook the lanyard connected to the harness.
i) Pull down the handle of the descent device to the midpoint, start descending to ground level.
j) Notify TGM management for the rescue kit to be examined after deployment
k) Once operative is on the ground, they can operate the manual hydraulic pump on the MEWP to lower the boom.
l) In the event this doesn't work the operative in the Basket is to use rescue kit to get to ground level.
m) Once both operatives are at ground level, break safeties and report to the office.

Notes

Should all attempts to bring the MEWP down fail, please contact the office so we can contact the nearest Access Platform Company to attend site and correct the problem.

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Mobile Man Anchor Instructions

Please ensure all operatives have fully read and understood all instructions for the safety equipment before using.

ONLY ONE PERSON TO BE CONNECTED AT ANY ONE TIME.

RECOMMENDED MAXIMUM WEIGHT OF PERSON 100KG

- On a flat roof make sure that the Mobile Man Anchor will be used at least 2.5m from the edge of the roof. See diagram.
- The minimum building height is 4m when using the unit as a fall arrest system. When building height is less than 4m, operatives must use a fixed length lanyard that restricts their movement to avoid falling from the edge of the building.
- When used on steel cladded roofs up to 15 degrees pitch always place the Mobile Man Anchor on the opposite pitch to the one you are working on. Always position the Mobile Man Anchor a minimum of 2.5m from the ridge on the opposite pitch. When working on the verge detail remember to position the Mobile Man Anchor at least 2.5m from the verge and only work opposite the Mobile Man Anchor in order to avoid the pendulum effect down the facade of the building.
- Sweep any loose materials from the surface of the roof covering where the Mobile Man Anchor will be placed. (Do not use on icy, greasy or any slippery surfaces that may impair the Mobile Man Anchor's performance.) Ensure that the rubber on the underside of the weights is fully bonded to the component and in good condition before using.
- Slide 1 No. Mobile Man Anchor Weight onto each of the cross frame legs and tighten the locking handles in a clockwise direction. See diagram for exact layout.
- Slide 1 No. Extension Arm onto each of the cross frame legs and tighten the locking handles in a clockwise direction. See diagram for exact layout.
- Slide a further 2 No. Weights onto each of the Extension Arms and tighten the locking handles in a clockwise direction. See diagram for exact layout.
- Connect karabiner (or similar approved clip) of the shock absorbing rope grab device (or fixed length lanyard) only to the loose end of the spring shock absorber on the Mobile Man Anchor.

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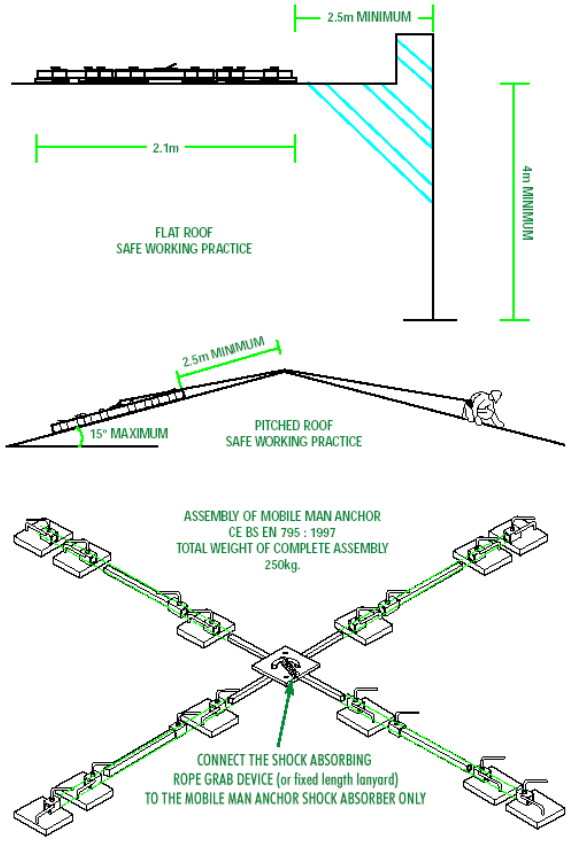
- Never connect to any other part of the Mobile Man Anchor. Check the spring shock absorber is in good condition and that it is not stretched or damaged in any way. If the spring is elongated do not use the unit and return the whole assembly to Safesite Limited for repair / replacement.
- All operatives must read & fully understand the full body harness instructions before using.
- Once the operative is wearing the harness connect the karabiner on the end of the shock absorbing rope grab device (or fixed length lanyard) to either the chest or rear D-Rings of the harness.
- Make sure all connections are fixed correctly and that the system has been assembled correctly. The system is now ready for use.
- If you are in any doubt, please contact the health and safety manager

Mobile Man Anchor Assembly Diagram



If you are in any doubt, please contact the Health & Safety Manager.

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Antec Adjustable Anchorage Point Manufacturer's Instructions

BEFORE USE CHECKS:

The bar holding structure is strong enough
The anchor bar is not damaged, corroded or deformed
The safety hook ring is fitted and not defective
The locking bar system is engaged

The bar must not be used if it fails any of the above checks!

- The anchor bar must be inspected each time before use.
- Place the anchor bar horizontally between two upright columns strong enough to withstand a fall.
- Never attach the anchor bar to an unsure structure.
- Once in position, adjust the feet of the anchor bar between the two columns by sliding the adjustment ring. The final adjustment is made by tightening the sliding foot force screw against one of the columns.
- Once fitted, attach your fall arrest harness lanyard to the hook ring on the anchor bar after checking that the fall arrest system (harness and lanyard) is not defective and complies with EN standards.
- To minimise the risk keep fall prevention system as tight as possible and place anchor bar at a reasonable distance from user.
- Do not attach more than one lanyard to the anchor bar hook ring.
- Do not attach more than one user to the anchor bar.
- Do not fit the anchor bar in a low position.
- Do not use the anchor bar as a lifting tool.
- Do not modify the anchor bar in any way.
- Always store the anchor bar in a dry place.
- Protect the anchor bar from contact with chemicals.
- If the anchor bar is wet leave to dry naturally, without contact with a source of heat.
- Preserve anchor bar with silicone grease.
- **The anchor bar must be destroyed after a fall**

All TGM METHOD STATEMENT GENERAL NOTES ARE TO BE USED IF APPLICABLE

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Easi-Dec Valley Frame Manufacturer's Instructions

Every access situation should be assessed for risk and those risks should be eliminated where possible or reduced to a satisfactory level.

The roof should be assessed for suitability and condition, where there is doubt always take professional advice before proceeding.

The standard Valley-Walk is suitable for typical symmetrical valleys up to 30-degree pitch. Bespoke Valley-Walks can be made to suit individual roofs including asymmetrical designs such as northern lights.

The appropriate authorisation should be obtained and necessary precautions put in place prior to accessing the roof.

If the roof is of a fragile nature the area below may need to be cordoned off.

It may be advisable to wear a safety harness with a short lanyard to act as a travel limiting system. Attach to one of the main members as high as possible using a short (1 metre or less) fixed line. **Do not use a shock-absorber type lanyard and remember that attaching to a temporary structure does not constitute a Fall Arrest System.**

If working from an open eaves area or within 2 meters of the building edge then edge protection should be provided.

Always check that all fastenings are secure before attempting to use Valley-Walk.

Position the Valley-Walk in the valley gutter. The Valley-Walk should sit squarely on the roof. Climb inside the frame and stand in the gutter. Lift the frame just clear of the roof, making sure it feels balanced and comfortable, and walk steadily along the gutter.

If you are using the Valley-Walk to carry materials make sure they are secure and evenly balanced on the frame.

Only step outside the Valley-Walk if it is safe to do so

All TGM METHOD STATEMENT GENERAL NOTES ARE TO BE USED IF APPLICABLE

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T.G.M. LTD COSHH ASSESSMENT RECORD

Client - VARIOUS

Date of Assessment - 12/9/2024

Project - Working with **ASBESTOS CEMENT SHEETS**

People at Risk - TGM Operatives

Assessed by - A. Miller NEBOSH

Exposure Assessment - High Medium Low ✔

Activity and area - **ROOF SHEETS AND GUTTERS**

Health Risks - Ingestion ✔ Inhalation ✔ Skin ✔ Eyes ✔ Systemic

Can the hazard be eliminated? Yes No ✔

Can a substitution of the hazard be used? Yes No ✔

Personal protective equipment required: Face Mask ✔

Gloves ✔

Visor

Throwaway protective overall ✔

Is workplace air monitoring required? Yes No ✔

What health surveillance measures are required?
Skin rash ✔ Irritation in the nose ✔ Irritation in the mouth ✔ Sickness ✔

GENERAL NOTES - Read material data sheet provided by supplier

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Originator – Health and Safety Department.

T.G.M. LTD COSHH ASSESSMENT RECORD

Client - VARIOUS

Date of Assessment - 12/9/2024

Project - Working with **PIGEON AND SEAGULL EXCRETA**

People at Risk - TGM Operatives

Assessed by - A. Miller NEBOSH

Exposure Assessment - High ✔ Medium Low

Activity and area – **CLEANING OF GUTTERS and ROOFS**

Health Risks - Ingestion ✔ Inhalation ✔ Skin ✔ Eyes ✔ Systemic

Can the hazard be eliminated? Yes No ✔

Can a substitution of the hazard be used? Yes No ✔

Personal protective equipment required: Face Mask ✔

Gloves ✔

Visor ✔

Disposable protective overall ✔

Is workplace air monitoring required? Yes No ✔

What health surveillance measures are required?
Skin rash ✔ Irritation in the nose ✔ Irritation in the mouth ✔ Sickness ✔

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GENERAL NOTES - Read material data sheet provided by supplier

Originator – Health and Safety Department.