



METHOD STATEMENT FOR WORKING AT ALL SITES DURING CURRENT CORONAVIRUS OUTBREAK

1. Description/Scope of Work

GEWS Ltd are deemed to be key workers during the current outbreak of the Coronavirus (COVID 19). This MS is prepared to cover all works that are required to be carried out by our customers to maintain the road drainage network whereby minimising risk to public health and the risks to our staff and customers.

2. Risk Assessment

The specific risk assessment GEWSRACOV19 has been prepared for this work. In addition to risk assessment the site supervisor will complete the form F10 Take 10 to identify any additional site specific hazards which may present at the point of works. Any additional hazards identified must be managed. The findings from the Take 10 must be communicated to all employees to ensure they understand the hazards and risks involved with the operation. Client site supervisor will advise GEWS staff of any other known site hazards.

3. Personnel

GEWS will provide suitably skilled, knowledgeable, trained and experienced personnel with a positive approach to safety carry out the required and specific operations taking into account the specific RAMS prepared for that work.

4. PPE to be worn as standard - GEWS BASIC MANDATORY

All workers and visitors are required to wear PPE for the task they are undertaking. The minimum requirements for this works will be high visibility jacket to comply with BS EN 471 Class 3, long trousers, conspicuously coloured (orange or yellow) with reflective strips and non-slip safety footwear. Jackets and vests are to be zipped up and kept clean. Hard hat with chin strap, gloves, eye protection.

Specific personal protection measures to be taken during the current Coronavirus pandemic:

- a. Good hygiene practises are to be followed.
- b. GEWS staff are to use the company equipment only including pens etc.
- c. Hands are to be washed regularly especially before eating.
- d. Social Distancing rules to be observed when possible but must be minimised.
- e. GEWS staff will not use customer facilities such as canteens etc
- f. Staff will use single use gloves when touching equipment. Gloves are to be disposed of in bins provided in GEWS vehicles.
- g. Clean equipment using sanitises wipes after use.
- h. GEWS staff will minimise contact with others and use mobile phones to converse with customers where possible.
- i. Any members of GEWS staff who develop symptoms of the coronavirus whilst on site will leave site immediately and follow current Government advice regarding self-isolation and inform the Operations room at GEWS depot.
- j. If the above occurs, then GEWS Operations Room will inform customers immediately.



5. Plant and equipment to be used on site

As required in the Generic / Site Specific RAMS for the operation.

Vehicle defect report and pre use checks are to be carried out and recorded.

6. Requirements from Client prior to GEWS attending site

7. Accident/Injury - First Aid

- A first aid box to be available in the vehicle including eye wash of suitable size and contents to reflect the hazards which may be presented.
- Driver/operator has one day emergency first aid training
- All personnel should be trained in contacting the emergency services
- Ensure you know the name and contact number for the appointed person/first aider and the location of the first aid kit

If accident occurs

- Report any accident/incident to the works supervisor and GEWS HQ so the accident book can be completed as necessary and resources allocated for investigation.
- In the event of an incident e.g. first aid, spillage, and vehicle collision the site emergency plan is to be followed and appropriate assistance obtained.
- All work is to be suspended and site made safe. The GEWS site supervisor shall communicate with the works supervisor/operator and when safe to do so GEWS office.
- All incidents are to be investigated and notified to the client as required.
- If a person is injured then the emergency first aider on site will assess the casualty and then call the emergency services if required. If the casualty cannot move then under no circumstances shall they be moved unless their life is in danger.

Emergency contacts

Emergency services – 112 or 999

GEWS Office – 01766 771159

Fire On Site

- In event of fire sound alarm and assist to direct if required.
- Assemble at fire assembly point
- Follow instructions by Fire Marshalls or Emergency Services
- Abandon vehicle unless advised to move and safe to do so

Environmental General

Spill kit are carried in all vehicles for use as required, ensure it contains mats/sausage and disposal bags.

Fuelling- All site vehicles to be fuelled prior to arrival on site.

All COSHH substances to be locked away

Noise - Ensure undue noise is kept to a minimum.
Do not idle engines when not in use
Do not rev engines > saves on fuel and noise



METHOD/SEQUENCE OF WORK

1. Prior to commencing work, GEWS personnel must:-
2. Ensure vehicle checks are completed and the vehicle used is in a suitable condition to carry out the scheduled works before leaving the GEWS depot.
3. Ensure all equipment required for the work is available and on vehicles traveling to site.
4. Ensure all risk assessments and method statements for the works are present to be taken to the work site. **This includes the specific RAMS for the Coronavirus outbreak.** All operatives to sign on to the RAMS to confirm that they have read and understood the method of work, hazards, risks and control measures to be used to manage the risks.
5. If works are to be affected by any other operation this must be reported to the works supervisor and the works put on hold until a point of work assessment has been completed and suitable and sufficient control measures are in place.

Acceptance

I can confirm that I have read and understood all the information contained within the RAMS. I understand, and am aware, of all the potential risks involved, and of what safe system of work has been put into place and adhered to reduce the stated risks. A copy of the method statement/risk assessment is available for reference throughout the duration of work.

Date	Name	Role	Signature