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Objective	Installation and connection of: New drainage pipes to an existing system and foul manholes.								
Location:	example								
Start date:	example	Duration of project:	example						
Welfare facilities	<ul style="list-style-type: none"> Site cabin Drinking water Portaloos x 1 Sinks x 2 Canteen Fan heater 		<ul style="list-style-type: none"> First aider x 1 10 person first aid kits x 1 						
Control measures	<ul style="list-style-type: none"> Banksmen present throughout the works. No unauthorised persons allowed on site during excavations. Excavations are inspected before, during and after works, also after inclement weather. The excavations are fenced off at the end of the working day. Excavated spoil is kept a minimum of 1.5 m away from the excavation. Warning signage is posted at all times. Personal Protective Equipment (PPE) is to be worn at all times. 								
Training required	<ul style="list-style-type: none"> Site induction <input checked="" type="checkbox"/> Toolbox Talk <input checked="" type="checkbox"/> Task briefing <input checked="" type="checkbox"/> Formal training <input type="checkbox"/> 	Security measures	<ul style="list-style-type: none"> Heras fencing <input checked="" type="checkbox"/> Warning signs <input checked="" type="checkbox"/> Scaffold fan <input type="checkbox"/> Debris netting <input type="checkbox"/> 	<ul style="list-style-type: none"> Lighting <input checked="" type="checkbox"/> Security <input checked="" type="checkbox"/> Hoarding <input type="checkbox"/> Key press <input checked="" type="checkbox"/> 					
Accident prevention									
Relevant Risk Assessments	<ul style="list-style-type: none"> SHE/RA/18/2016 – Excavation Works SHE/RA/44/2016 – Plant and Machinery SHE/RA/56/2016 – Vehicle Access & Egress SHE/RA/27/2016 – Use of Hand Tools 								
Hazardous Substances									
Relevant COSHH Assessments									
Personal Protective Equipment (PPE) Requirements									
									
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Plant & machinery	<ul style="list-style-type: none"> • 13 Tonne tracked excavator • 3 Tonne forward tipping dumper 	Tools & equipment	<ul style="list-style-type: none"> • Cable Avoidance Tool (CAT). • Drag box and manhole box • Surveying equipment • Pipe laser • Shovel • Pick • Fabric measuring tape
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Emergency phone numbers	Local Hospital	
	Gas / Electric / Water	
	Site Manager	
	SHE Coordinator	

Procedures	<ul style="list-style-type: none"> • The new drain positions will be set out by a competent person. • Using the CAT – ensure that there are no existing services in the area and confirm with previous as-built drawings if any are available. • Levels of existing connection points are to be confirmed (if required). • A trench will be excavated along the line of the new pipe. Ensure level integrity by using the pipe laser or a manual level. • Ensure the maximum depth is 1m and the width is 600mm. • Ensure a base of sand is in place prior to the installation of the pipes. • Enter into the excavation only whilst connecting the pipes. • Pipes will be installed as per the design specification e.g. Sand base, concrete surround, back fill with the excavated material. • Air testing will be carried out prior to back-filling to ensure the pipes are installed correctly and sealed in accordance with the manufacturer’s guidelines. • New manholes will be constructed where required and steps taken to avoid disruption of existing flows. • Record as-built information including locations and invert/cover levels.
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This method statement is to be read in conjunction with the relevant Risk Assessments and explained to all team members attending site - before work commences.
Any variations to this method statement must be authorised by the responsible person.

Signatures for verification that this method statement has been explained to all.

Supervisor(s)		Signature(s)		CSCS card details	
Execution Team					
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Names:					