

Method Statement for:

Site: General Method Statement for installation of Rapid EPS

Customer:	
Site:	
Description:	
Date:	

Enquiry No.:		Document Ref:	
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**Note to all: The 4 highest causes of deaths in construction sites are falls from height, falling materials, contact with services (electricity etc) and hit by vehicle. These should always be dealt with in this document.**

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## Section 1. Implementation & Processes

<b>Method Statement Responsibilities</b>	
<b>Method Statement prepared By:</b>	James Brierley
<b>Notes on implementation:</b>	Supervisor to hold pre-start briefing to communicate to all members of the working party.
<b>Method Statement to be communicated to:</b>	Lead hand (Foreman / Charge-hand), all members of working party <b>and</b> supervisor/foreman and drivers/labourers who will be sent to site.
<b>Maintained on site &amp; monitored for changes by:</b>	Site Supervisor and/or Site Lead hand
<b>Method Statement to be approved by:</b>	Client to ensure that this Method Statement is suitable and sufficient for his scope of works prior to start of erection of edge protection system

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## **Section 2. Associated Information and Equipment**

<b>Emergency Procedures</b>	
<b>Accident / Injury</b>	<ul style="list-style-type: none"><li>a. Ring emergency services (999) if Major Injury.</li><li>b. Inform Client's Site Manager – who will organise first aid.</li><li>c. Contact Contracts Supervisor.</li><li>d. Where applicable - Client's Site Manager to post personnel to prevent others accessing dangerous area until the e.s. arrive.</li></ul> <p><b><u>ALL ACCIDENTS MUST BE REPORTED</u></b> <b>Please also report any " Near Misses " to help reduce future accidents</b></p>
<b>Fall whilst wearing Harness – Rapid EPS (Rescue Plan)</b>	<p>The safe system of work for installation of the Rapid Edge Protection System is shown overleaf.</p> <p>All harnessing will be done utilising fall restraint lanyards, not fall arrest lanyards. Planning of the works should be done so that operatives do not have to work at the floor edges without a barrier being in place, or being attached by way of a fall restraint lanyard to a suitable anchorage point.</p> <p>However in the unlikely event that operatives have breached the specific method of work agreed method of rescue should be in place with the Main Contractor, e.g. MEWP to be readily available with competent operator within 10-15 minutes of a fall, or a retractable inertia reel system.</p>

<b>Emergency Services and Contacts</b>	
<b>Local Hospital</b>	
<b>Fire Service</b>	Reached by dialling 999 and asking operator for the local fire service.
<b>Local Police Station</b>	Reached by dialling 999 and asking operator for the local police service.
<b>office no.</b>	
<b>Supervisors mobile no.</b>	
<b>Directors mobile no.</b>	

**Map from site to hospital:**

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<b>Associated Documents</b>	
<b>Quotation</b>	
<b>Safety Management System</b>	
<b>Drawings From Client</b>	
<b>Record of Issue</b>	Record of Issue/Training/Status for the recording of training in Method Statement and issue of design drawings etc. To be kept in Contract File. <b>(Contract Supervisor' responsibility)</b>

<b>Other Responsibilities</b>	
<b>Weekly Inspections</b>	Client to carry out weekly inspection, and provide and maintain the necessary register of inspection (except if agreed in writing).
<b>Welfare Facilities</b>	Welfare Facilities to be provided on site by client and all relevant information given to our operatives on site induction as detailed in "The Construction (Design & Management) Regulations 2007".
<b>First Aid</b>	First Aid is to be provided on site by client and all relevant information given to our operatives on site induction.

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<b>Work Equipment required for this site as MINIMUM STANDARD</b>			
Note: Even if Not a minimum standard these may be required for the task being undertaken			
<b>Protective Footwear &amp; high visibility vest</b>	YES	<b>Lifting Equipment</b>	
<b>Minimum type of footwear</b>			
<b>Harnesses and lanyards</b>	YES – fall restraint lanyard plus Jordan Clamp (see below)	<b>Hardhats</b>	YES
<b>Harness type</b>		<b>Hardhat type</b>	
<b>Ear Defenders</b>		<b>Light Eye Protection</b>	
<b>Manufacturer &amp; Product Details</b>		<b>Manufacturer &amp; Product Details</b>	
<b>Rapid EPS System</b>	All in accordance with Rapid EPS Safety Instructions reference: MK3 1108		

<b>Associated Documents &amp; Procedures</b>	
<b>On Hire Certificate &amp; tagging.</b>	<p>On completion of the works to each section of edge protection. The edge protection will be inspected by a competent person(s) to ensure the edge protection conform to the agreed Code of Practise and the agreed scope of works.</p> <p>On satisfactory completion of the inspection, we to provide client with an "On Hire Certificate".</p> <p>In addition Rapid EPS tags should be fitted to the posts to show that the post has been fitted correctly, and this will be updated as required.</p>

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## **Section 4. Storage Of Materials**

Rapid EPS materials should be brought to site in stillages, with the fittings (Rapid Clamp & Rapid Latch) in fitting bins. Materials should be off loaded by forklift & stored at agreed locations.

## **Section 5. Access & Egress For Materials**

Rapid-EPS materials should be raised to the floors by forklift to avoid manual handling.

However if manual handling is unavoidable, then please follow the guidance in the Rapid EPS Safety Instructions.

Posts should be carried on the shoulder as per standard manual handling training.

Standard posts weigh 9.5kg and may be carried in pairs.

Extra height posts weigh 16.5kg and should be carried individually

Standard panels weigh 20kg and due to size should be carried by 2 persons.

Extra height panels weigh 16.5kg and due to size should be carried by 2 persons.

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**Section 6. Erection Procedure**

**Sequence Of Erection For Rapid EPS**

<b>WHAT</b>	<b>PROCESS</b>	<b>CONTROLS</b>
<b>Installation of Rapid EPS to open edge</b>	6.1. Pre-erection	Barrier off areas below where Rapid EPS is being installed and agree with Main Contractor the segregation of affected areas..  Materials should be stored no closer to floor edge than 3m.
	6.2. Erect	Operatives should work in gangs of minimum 2. Only 1 operative is to install the Rapid Posts.  The first task is to install a Rapid Post at a suitable distance back from the floor edge that when the operative walks to the edge his fall restraint lanyard prevents him from falling from the floor edge.  Tie off the Jordan Clamp at no higher than 500mm from the base of the Rapid Post.  Clip lanyard to Jordan Clamp  The first post can then be installed at the pre-agreed distance from the floor edge, checking: <ul style="list-style-type: none"><li>• The post is vertical</li><li>• The flag moves to the correct position (see guide) once the post is tensioned.</li><li>• The handle is side on to the floor, so that fittings and panels can be fitted.</li></ul> Fix the Rapid Clamp at the base of the Rapid Post ensuring it is at the bottom of the Post, so the gap below the first panel will not exceed permitted distance. Fix the Rapid Latch at a height to accept the Panel, with the horizontal wire being captured by the Latch.  Install the Panel with it sitting in the Clamp and captured by the Latch, with the Panel on the inside face of the building, i.e. with the Rapid Post on the outside face so when pressure is applied to a Panel the force is distributed back to the Post and not just applied to the fittings.  Once the first panel is installed the 2 <sup>nd</sup> post can be installed ensuring always that the centres of the posts do not exceed 2300mm. The lead operative will have to move the Rapid Post that is being used as a fall restraint system as works proceed. The second operative will pass materials to the lead operative always working from behind the Rapid EPS that has been installed. At corners always ensure 2 posts are installed to ensure panels are supported at 2 points.
	6.3. Inspect & sign off	The Rapid EPS should be inspected by a competent person and a client appointed representative.  Always check the rapid post flags are correctly deployed.  Check the post is vertical.  At agreed intervals & if agreed with the client the anti tamper tag should be installed & signed off.

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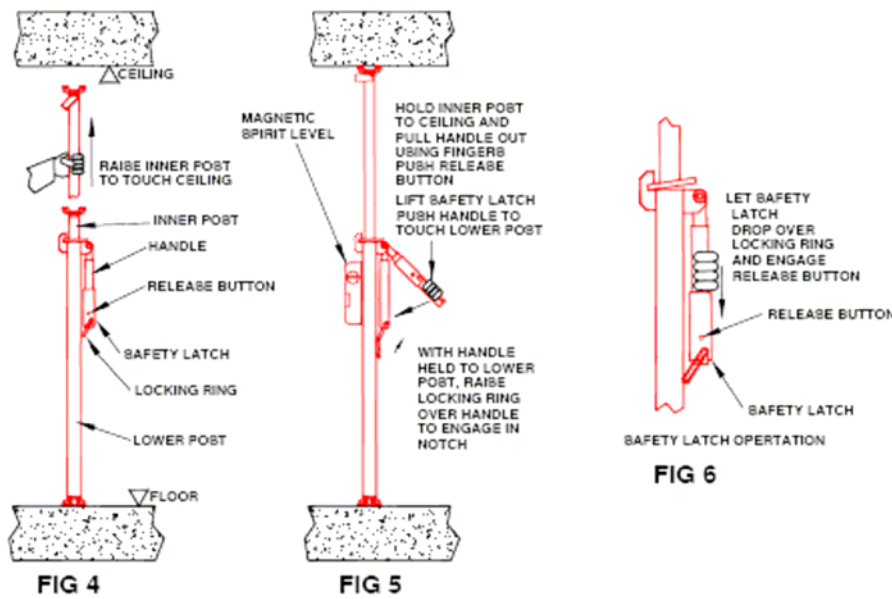
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**Rapid Post Installation**

Follow the diagrams below (fig 4, 5 and 6)

Maximum out of alignment from perpendicular 1.5 degrees.  
Use magnetic spirit level to ensure post is perpendicular.

Weight of rapid post 9.5 kg.  
Weight of rapid post extra 16.5 kg.



**To Release Rapid Post**

Press release button. Slide safety latch up the handle, press handle towards post and swing locking ring down.  
Pull handle outwards from post to release, and with opposite hand slide inner post down into lower post.  
For safety pull handle towards post and refit locking ring and slide safety latch down to engage release button.

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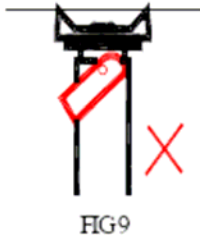
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**IMPORTANT!**  
Incorporated in the design of the rapid post is a force check flag. This is for the installers of the post to check that the correct force has been applied.

When the rapid post has been installed correctly, the force check flag should be at right angles to the post (fig 8)

If the force check flag is not at right angles to the post (fig 9) Re-install the post



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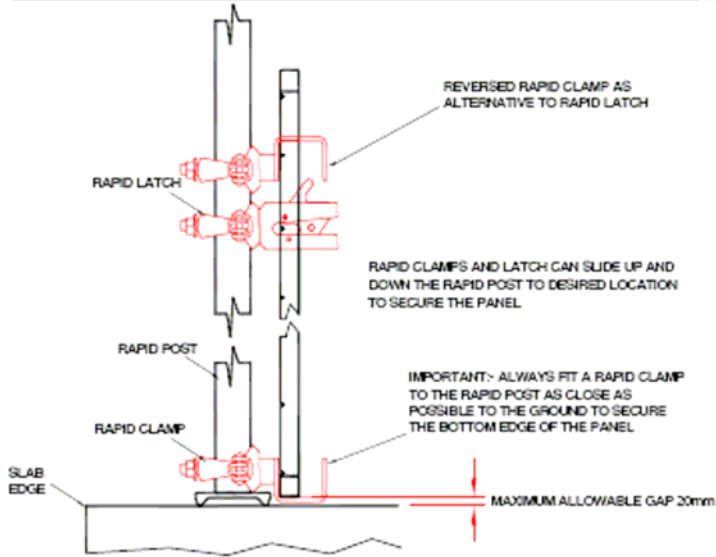


FIG 10

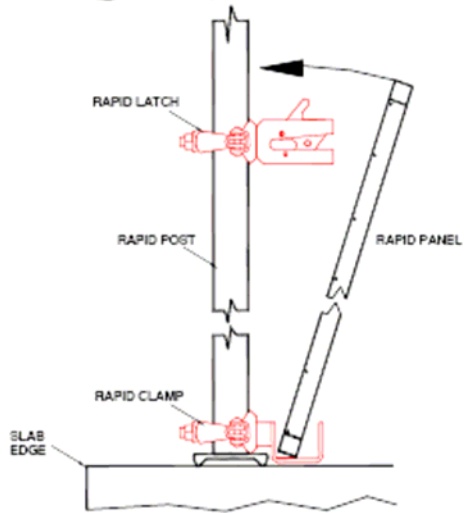


FIG 11

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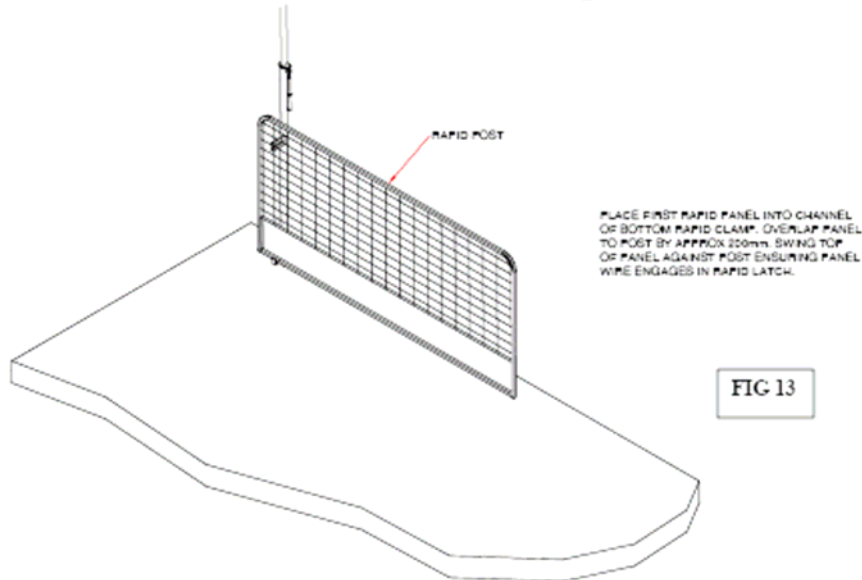
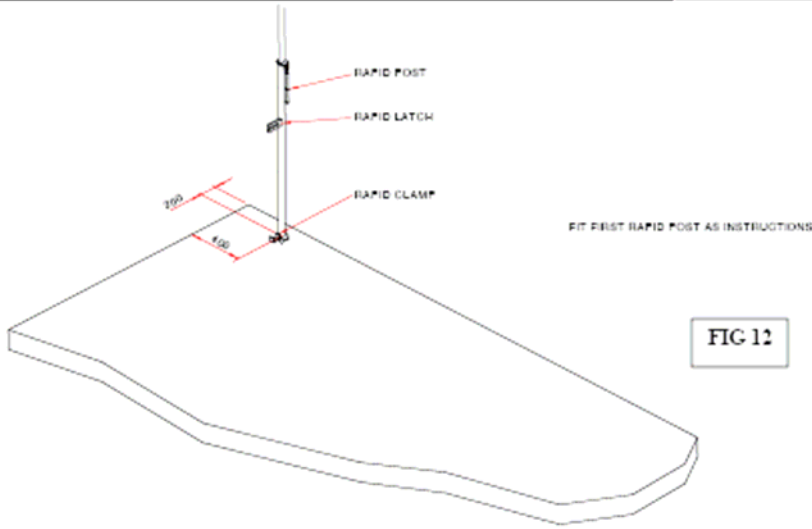
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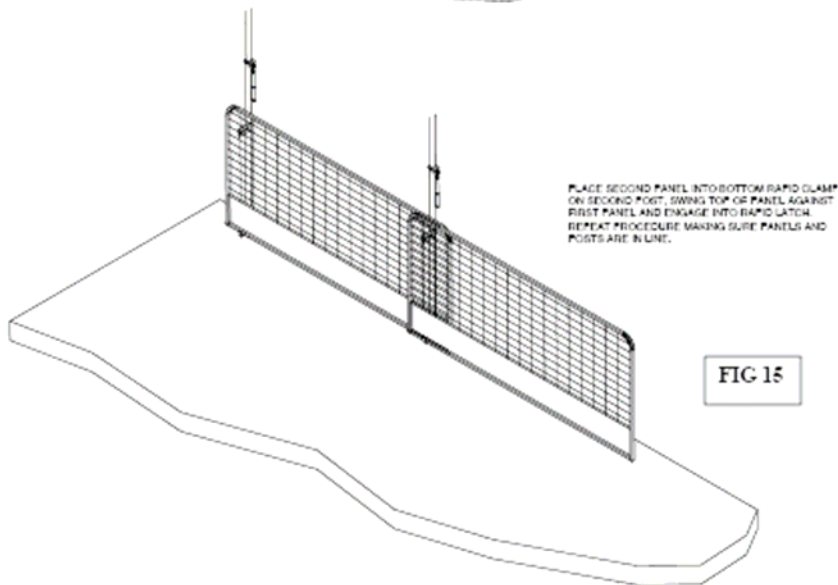
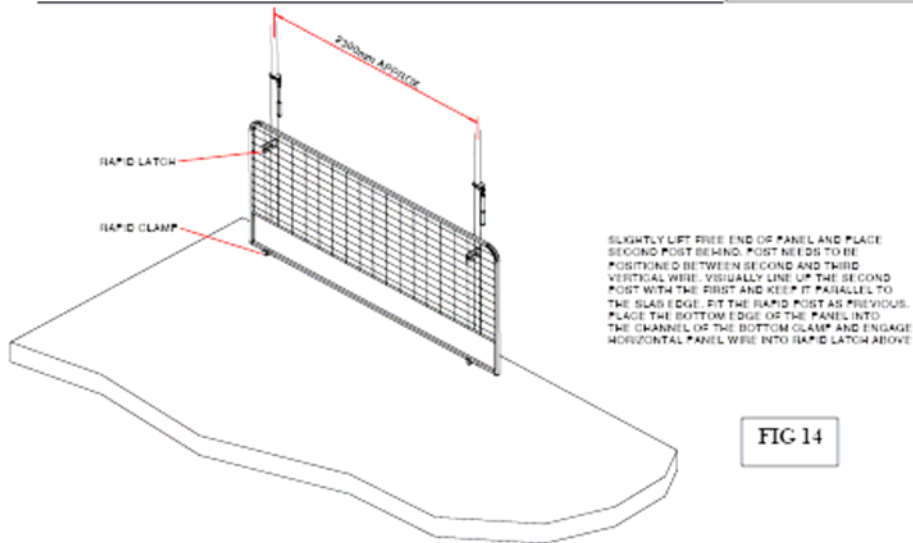
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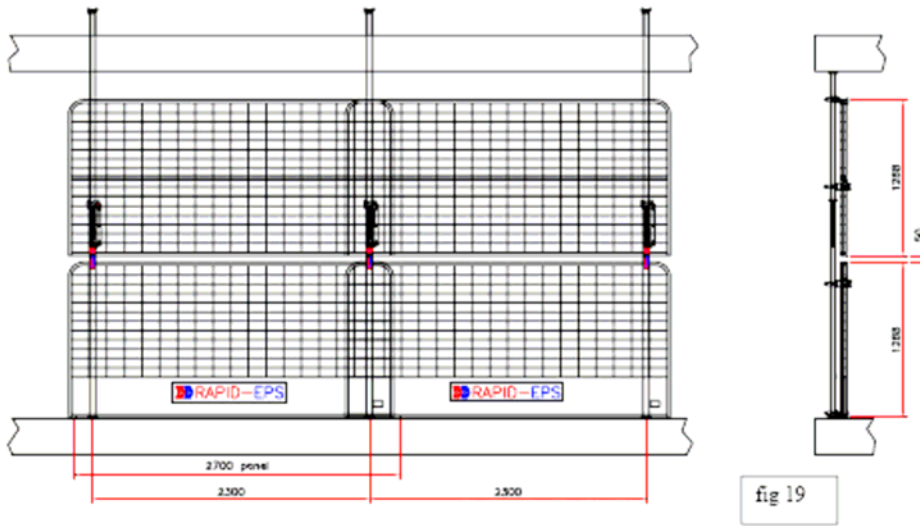
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### Full Height Edge Protection

Using the standard edge protection rapid panel and rapid post, if required this can be made into a full height system by using extra rapid clamps and rapid latches together with a full height panel.

Depending on the distance between floors we can add a further 1 or 2 panels to fill the gap. (see below)  
The standard edge protection panel is fitted first to give initial protection, then the uppermost panel is fitted followed by a third panel (if required) that overlaps the top panel.

By using Rapid EPS lite weight aluminium poles, the fitters can lift the top panel from floor level without the need for steps or small platforms thus making it safer for installers.  
See sheet 10 for description and drawing of full height panels.



The full height system shown above is using the standard Rapid Post.  
Using Rapid Post Extra it is possible to go to 4M high where the panels do not overlap.

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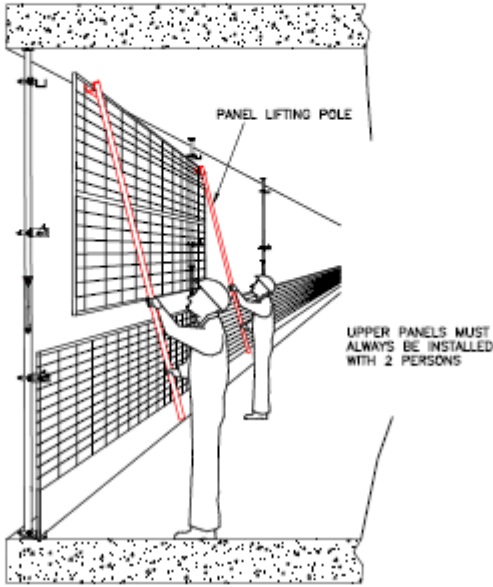


FIG 20

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**Checking**

Edge protection should be checked by the installer during assembly.  
Prior to hand over a final inspection of the assembled edge protection must be done.

**Checklist**

Check that the edge protection system complies with the requirements of EN 13374 Class A.

- a) The selection of the edge protection corresponds with the required class.
- b) The rapid post spacing is not exceeded.
- c) Height of the edge protection panels is a minimum of 1m from the floor.
- d) Openings in the edge protection do not exceed the requirements.
- e) Rapid posts are secured and an anti-tamper device fitted. (if required).
- f) The edge protection is not subjected to excessive wind load.

**User Inspection**

It is recommended that Rapid EPS edge protection installations should be inspected before use, every 7 days and following any event that may jeopardise its safe use. e.g. high winds, collision, impact etc.

**Damage report**

Any damage or missing sections etc. must be reported to the site manager for immediate action.

**Regular inspection**

The edge protection must be regularly inspected while in use as part of general site safety.

**Dismantling**

Dismantling is carried out in reverse order as installation.  
Remove rapid panels and store in the appropriate stillage.  
Remove rapid posts and store in appropriate stillage.

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