

METHOD STATEMENT

SITE & LOCATION	P.B GELATIN	REFERENCE	H60075/ 5
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This method statement has been prepared for persons carrying out the work detailed below and should be read in conjunction with a suitable and sufficient written risk assessment.

Those carrying out the work must read, understand, and work to the approved Safe Systems of Work including the wearing of any personal protective equipment, following local site rules and the implementation of any Permits for Work.

JOB / TASK DESCRIPTION	
GAS OIL DELIVERY PROCEDURE	
SAFE SYSTEM OF WORK – PERMIT TO WORK	
Permit required Y/N	N/A

PERSONAL PROTECTIVE EQUIPMENT	
PPE	PPE
Long Sleeved Attire	Safety Glasses
Safety Footwear	Hi-Vis Vest
Hard Hat	Protective Gloves

SPECIAL PRECAUTIONS	
Lock off / Isolation / Harness / Fire Prevention etc.	Description and Permit for Work and Serial Number
NA	

Risk Assessments	
Assessment Description	Assessment Reference
Access/Egress to site	ARA/001
Access/Egress to boilerhouse	ARA/002
Gas Oil Delivery	

COSHH Assessments		
Substance	Assessment Reference	Assessment Date
Low Sulphur Gas Oil	159581	

PLANT AND EQUIPMENT (All equipment must carry an 'in date' inspection where applicable)	
Plant	Description
NA	

All plant and equipment must be inspected before use. Where certificates are applicable these must be within date and be available for scrutiny.

SPECIALIST COMPETENCE REQUIRED	
Individual & / or Company	Requirement / Experience / Qualification etc.

METHOD STATEMENT

Name
Veolia Competent Boiler Operator, approved sub-contractor for Gas oil supplies

JOB / TASK SEQUENCE

VEOLIA IN ATTENDANCE

- On arrival on site check oil tank levels and record in site log.
- Unlock valve on tank that is to receive delivery.
- On arrival of tanker check fuel delivery ticket for quantity ordered and correct grade (i.e. Gas Oil).
- Check that the receiving tank has sufficient free capacity to accept delivery.
- Cover nearby drain with drainage covers where applicable
- Commence transfer from oil delivery tanker to site oil tank, monitor oil levels at all times during delivery. **DO NOT LEAVE DELIVERY UNATTENDED AT ANY TIME.**
- On completion check the bund area for spillages.
- Close and lock off site tank delivery valves.
- Clean and return drainage covers to storage location
- Complete delivery details in site log.
- Leave delivery ticket in the site office for collection.

If spillage occurs, refer to Emergency Plan H60075/EP02 and report to the Contracts Manager when safe to do so.

OUT OF HOURS DELIVERY

- No deliveries to be accepted out of hours without Veolia in attendance.

PREPARED BY		
Print Name	Revision	Date
G Derham	F	11.04.17
Reviewed By	Signature	Date
Jon Barwick	J.Barwick	20/06/20
Jon Barwick	J.Barwick	28/06/21