

CONTRACT NO : xxxx METHOD STATEMENT NO :MSRQ1 PAGE 1 OF 15**PREPARED BY : R.Speakman DATE :15/04/21 REVISION :0****REVIEWED BY : DATE : REVISION : 0****CLIENT: CEMEX CLIENT'S REF:****PROJECT TITLE: Raynes Jetty - Structural Repairs and replacement of fendering timber**

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CDM CO-ORDINATOR :**PRINCIPAL CONTRACTOR : UK INDUSTRIAL SERVICES LTD****UKI PROJECT ENGINEER: L.Wingfield****UKI SITE FOREMAN: TBA****CONTRACTOR REQUESTS PERMISSION TO PROCEED DATE: _____****APPROVED DATE: _____**

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SECTION 1.0 - POLICY AND STANDARD PROCEDURES**1.1 Policy**

It is UKI's intention that site erection work will be carried out safely in accordance with the requirements of the Health and Safety at Work Act 1974, The Construction Design and Management Regulations 2015, the Company's Safety Policy and the tender information given by CEMEX.

The UKI project engineer will issue a copy of this Method Statement to each site operative before work commences; it is the duty of the site foreman to ensure that each site operative reads this document and is aware of the requirements of the project UKI that they may carry out their duties in a safe and efficient manner.

1.2 Site Management

The UKI Site Supervisor/Manager will be xxxx Periodic Visits will be undertaken by R.Speakman

The UKI Site Supervisor is responsible to the UKI project engineer for overseeing all site operations and ensuring that the requirements of the method statement are adhered to and that work is carried out in a safe and **responsible** manner.

The UKI Site Supervisor is also responsible for :-

- a) Liaising with the client's representative to ensure that the requirements of the method statement are adhered to and that the work is carried out in a safe manner.
- b) Acting as UKI's safety representative and investigating and reporting all incidents to UKI's Health and Safety Adviser.
- c) Directing all erection installation operations and ensuring that work is carried out in accordance with the method statement and in a safe manner.
- d) Ensuring that all plant, tools, tackle and instruments have up to date certification.
- e) Dealing with day to day safety matters at site, and
- f) Carrying out daily/weekly inspections and completing the relevant registers.

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Section 1.0 - Continued1.3 Procedures for Safe Working

It is the responsibility of each employee to maintain a personal concern for his/her own safety and the safety of others who may be affected by his/her acts or omissions.

Work will be planned and through the permit to work system that will be established the day prior, and the nature of work to be carried out will be dictated by ship arrivals so that no sections of the jetty will be structurally unstable for birthing loads caused by ship impacts on the structure.

Operatives must at all times wear overalls, a safety helmet & protective boots. Safety glasses/ goggles, ear defenders and safety harness as appropriate and when ***identified by risk assessment***

Emergency call out numbers are as below

Roger Speakman	07768 783804
Lee Wingfield	07591 016296

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Section 1.0 - Continued

On no account must timber be re-slung by operatives standing on open timber work.

Loose materials (e.g. bolts, handtools or other equipment) must not be left on erected timber.

All loads must be correctly slung using certified equipment and banked by a person who is trained and competent in this work.

High standards of site housekeeping to be maintained at all times.

1.4 Plant and Equipment

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The correct type and size of lifting equipment will be used to carry out the work safely and sufficient small tools and plant will be supplied to enable the works to be carried out in a safe and effective manner. –

All plant brought to site will be complete with current and valid test certificates, which will be checked by the Site Foreman/Safety Officer before it is put in operation. Copies of all certification will be recorded and stored by UK Industrial Services Ltd.

Certification will include - chains, hooks and slings and the certificates of all CITB (or equivalent) trained drivers/operators of plant.

The Site Foreman will be accredited in respect of safe lifting and complete lift studies for approval should complex lifting operations be required. Confirmation of Ground conditions is required as are a lift plan and proposed max radius / weight of sections. –

SECTION 2.0 - PLANT AND EQUIPMENT

Ladder

2 inertia reels / lanyards / body harnesses

Perry bouy and rope

chain blocks rated for lifting 2tonne at 6m drop

looped slings – effective length 6m

Gantry hoist or counter weighted engine block lift

3 Kva transformers (2)

All personnel protective equipment as mentioned in Sect 4.0

110v Leads and 225mm angle grinder

Various cargo / ratchet straps and rope

14m telescopic fork lift for lifting timber fenders to jetty

Certified rope access equipment

110v HD drill with standard chuck for timber drilling

Small tools for task

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Risk Assessment covers The Removal of Existing Fender Panels, Fenders, Straps, Ladders

Installation of New Fender Panels and sundries

Risk (See Over for key)

RISK (see over for key)

HAZARD	L	M	H	COMMENTS	RR
Fall Of Persons Work at Height			1	Note 1	L
Working over water			1	Note 2	L
Working over / near general Public		1		Note 3	L
Working within Cemex activity		1		Note 4	L
Manual Handling		1		Note 5	L
Hand Tools & electrical safety		1		Note 6	L
Fire risk / hot works		1		Note 7	L
Harmful Substances (COSHH)	1			Note 8	L
Lifting Equipment		1		Note 9	L
Environment Hazards		1		Note 10	L
Rescue of injured person from ropes		1		Note 11	L
Visitors to site / new start operatives		1		Note 12	L

PRIORITISE RISK : INSIGNIFICANT - LOW - MEDIUM - HIGH. (IF INSIGNIFICANT - NO FURTHER ACTION)**RISK RATING**INSIGNIFICANT RISK

- No further action

LOW RISK

-

MEDIUM RISK

-

HIGH RISK

-

NOTE:

When Risk Rating is in the Medium category, some control measures will be required

When Risk Rating is in the High category, steps must be taken to reduce the risk**RISK RATING (RR)* = FREQUENCY (FF) * X SEVERITY (SF) ******FREQUENCY FACTOR (FF) ***

- 1 = Improbable Occurrence
- 2 = Possible Occurrence
- 3 = Occasional Occurrence
- 4 = Frequent Occurrence
- 5 = Regular Occurrence

SEVERITY FACTOR (SF) **

- 0 = No Hazard
- 1 = Trivial Injury
- 2 = Minor Injury
- 6 = Major Injury to One Person
- 8 = Major Injury to Several People
- 10 = Death of One Person
- 12 = Multiple Deaths

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All construction sites are hazardous areas. Personnel on this site will wear the following:-

Safety Helmets	life preserver
Safety Boots	High Visibility Clothing
Safety Harnesses c/w Lanyard *	Overalls (Fire retardant)
Ear defenders	Rigger Gloves
Dust Masks	Air fed Respiratory Aids* * = As required by task

Notes to be read in conjunction with the attached form HSC1.

1. Personnel will be working at all times from the existing upper deck that with the absence of existing edge protection could give rise to a fall from the structure to the sea or at low water to the beach. Running lines will be installed centrally to the deck area and will be raised as high as possible with posts or timber blocking. Fixed length layards will be attached to this line the length of which will be dictated by the distance to the edge so that operative wearing a body harness will be stopped before being too close to the edge. Some access will be possible from sea bed level which will be made in the most part by a tower scaffold installed in accordance with manufactures literature and by PLASMA certified operatives. If minimal works are required a tied ladder may be used to access the lower connection points (3 to 4 m above beach level).

Main form of access to the work area will be by rope access by a team who carry IRATA training and the team of 3-4 will have a Level 3 trained foreman and Level 1 rope technicians. Ample points of secure attachment are available for attachment of the team to suit the various positions on the jetty required for work and the IRATA procedures and guidance notes will be used in the approach to any work. It is not currently envisaged that working platforms will be required under the Jetty as suspension attachment points are complicated on a timber structure and the potential sea state affects could damage or remove any such temporary structures.

Tide in working coast guard / RNLI to be informed.

Toolbox Talks to be undertaken on working at height prior to commencement of work.

2. The works are all above water generally and the task tackled on any shift will be dictated by the tide height in relation to the jetty and at what levels do suitable tidal windows exist to carry out the works to a point that the connection points being repaired will not become unstable in the intervening tide before the connection point works are complete. Life preservers will be worn by site operatives and visitors whilst on the jetty and a perry bouy with lanyard will be located within 25m of the work area so that should someone enter the sea, they will have a further floatation aid and potentially be drawn back to the beach by their rescuers to effect self rescue. The use of a fixed running line for attachment / the use of

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ropes and safety rope should minimise the potential for operatives to enter the sea to the point that a safety boat is deemed un-necessary.

- 3 The work area is above a beach that at low water could be potentially accessed by the general public (***area should be made secure to prevent public access***) on the rare occasion. Should this occur the works will be halted and respectful requests made by the site team for the member of the public to keep away from the area directly below the work area. Also at the entrance to the site compound, there exists a public foot path and cycle path that will require a need for site staff to control any vehicular movements coming from the main road to cross over this path. Reversing of vehicles will be avoided where possible by using the compound as a turning point and should reversing be necessary a banks man will be available to control / marshall any such movements.
4. There will be controls established to co-ordinate our works with Cemex activity and the sequence of works that are to be tackled will planned around - ship birthing / tidal constraints / predicted weather / Cemex maintenance activity. The main planning of tasks to be carried out will be via a weekly meeting for the next weeks work and then this will be fine tuned further by the establishment of a permit to work system that will be raised the day before so that changes in ship birthing schedules can be advised and works activity adjusted to being landside in the preparation of replacement fenders etc. It is accepted that works can not be carried out on the jetty whilst ship loading / birthing is occurring and as this generally occurs at high water should have little effect on our works as we are mostly reliant on the low water periods. Work sections that are tackled will ensure that the jetty is not structurally compromised over the birthing times by a structural connection not being complete.
5. Timber fender sections will be delivered by lorry directly to the site compound area and will be prepared for installation. From this point they will be lifted by a block and tackle rigged to the Jetty framework suspended on slings, raised up to the brow and lowered onto a **steel trolley located on the brow. The trolley will then be controlled down the sloping brow down onto the jetty and timber sections will be unloaded from the trolley by up ending and trolley being slid out whilst timber section being held.** Any timber sections below 25kgs – may be located manually (1 person) or between 25kgs -50kgs (2 persons) to ensure each operative lifts no more than 25kgs as ***advised*** in Manual handling regulations 1992 . To avoid obstructing the Mobile ship loading gantry only materials required for the window of work opportunity will be stored on the jetty. Steel members were selected in lieu of timber for the replacement low level beams due to being comparatively lighter and easier to move. Piece small steelwork sections that are removed using manual handling techniques will have a covering manual handling assessment. (This will document the Task, individual capability; the load itself and the environmental conditions. Assessments found in the site H&S file.) Where possible mechanical means will be used to position timber and steel sections.

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6. All 110v hand tools and power leads will have a current test for electrical safety and an assessment of vibration at the Handle of the tool in M/Sec². If the hand tool involves abrasive wheels then the operative conducting the task will be trained and certified in mounting abrasive wheels. This mode of control will apply directly to grinding, where discharge levels of vibration determine Job rotation is necessary.
7. The method of repairs has been selected to reduce the necessity to carry out hot works where possible and off site fabrication of any steel members should reduce the site requirements generally to be only grinding / cutting of any existing bolts that will not undo with spanners. However some welding is required to form the connection details of the replacement lower beams. The process for which, will be determined by initially our site based hot works permit that requires an assessment to be made as to risk and measures to be in place to control fire should it break out or fire watching at the end of activity if the section has not been submerged by the incoming tide. Cemex Hot works permits will be completed the day before and will be authorised with the permit to work procedure. No hot works will be allowed on the upper deck level.
8. The only product that is to be used that will require consideration under COSHH will be the paint applications (Interzone 954) that is to be applied to the replacement steel sections forming the beams. Product guidance notes will be used to ensure that contact to skin (via PPE) is minimised and vapours (even though in open air) are kept to a minimum. The use of non galvanised steel was made to avoid the resulting potential vapour dangers of welding galvanised finishes on site.

All lifting equipment will be checked upon delivery and test certificates checked that capacity of equipment is correct for site requirements and that equipment is within it's test validity period.(LOLER) A inspection log of lifting equipment will be created and file within the H&S Plan upon delivery and then regularly inspected at a minimum of 1 weekly intervals and findings recorded within this register. Any equipment that is found to defective is to be quarantined or destroyed (in the case of slings etc.) and replaced. Lifting equipment have a suitable capacity for the task and will not be used in such a way as to exceed it's capacity or to de-stabalise the equipment in use causing it to fail. Operators of the Forklift will hold a relevant CPCS accreditation suitable for the type of machine being used. There is a potential that the mobile ship loader could be used as a lifting point that would make the fender installations safer new rail beams to be installed. Should the site team decide that this is an option, UKI will commission a test engineer to carry out a lifting point test on the support beams of the mobile loader and mark these lifting points with limitation of capacity/s
9. We have not been advised that any special environmental considerations need to be made in relation to this project such as protected habitats under control of SSI regulation / control. Generators on the jetty are to be avoided due to fueling risk to the sea below in favour of transformers (15amp 240v to 110v site distribution) taking power from Cemex Jetty / mobile loader or the site self generating oasis unit installed as part of our site welfare. A self bunded fuel cube (lockable) will be located within the site compound for the provision of

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fuel to forklift and the oasis unit. During fueling drip trays and spill kits will be available to control / limit the level of contamination should a spillage occur.

- 11 . A regime of testing all Fall arrest equipment including IRATA rope access equipment will be undertaken as will running lines for anchorage, all other aspects within the risk control hierarchy have been considered and rendered impractical. As such, all operatives must be working at height trained (Either specific course or as part of the IRATA abseilers course with checks of fail-safe's, running lines and equipment undertaken daily by Level 3 IRATA operative).

Rescue plan from tensioned Line

Casualty will be in fall arrest hanging from Tensioned Line
Level 3 IRATA trained operative on site to coordinate rescue, the relevant emergency services will be informed on the rescue plan by a team member on site while the level 3 carries out rescue.

Ascending rescue

Rescuer will travel along the line to the casualty attached by two lanyards until in position just above the casualty, any emergency first aid can be given at this time

Rescuer will then setup a counter balance using a foot loop and pulley attached into the D ring of the casualties harness and fed up in the pulley which will be attached above the casualty.

The Rescuer will then stand up in the foot loop to form a counter balance while lifting the casualty at the same time.

The rescuer will then attach a short link from the casualty to the tensioned line.

The rescuer with the aid of any other team members will move the casualty along the line until above decking.

The casualty will then be released from the tensioned line; any further first aid will then be given until taken over by emergency services.

Descending rescue (tide out)

The Rescuer along with the rescue bag will travel along the tensioned line until above the casualty.

The rescuer will then attach two ropes to the tensioned line above the casualty.

The rescuer will then attach themselves, to the rescue ropes and descend until inline with the casualty.

The rescuer will then make two further connections into the casualties harness, one long and short rescue link.

The rescuer will then cut the casualties lanyards to free him from the tensioned line

The casualty will then be hanging from the rescuers harness, any emergency first aid to be

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given at this time.

The rescuer and casualty will then descend until on the beach level where casualty will be transferred to hospital via the emergency services.

- 11.** Upon arrival on site all new site team members and visitors are to firstly receive a CEMEX site induction and following a more specific UKI site induction to understand the constraints and potential hazards that exist on site. Method statements will be read to comprehend the required approach and questions asked to ensure that a level of understanding has been achieved and system of work adopted will be in line with the statement (or authorised amendments there of) Every day the site team will sign in at the quarryman's office and upon completion of shift sign out. Any visitors to site will have to be guided by UKI supervisor / foreman and will follow same procedures as above.

SECTION 5.0 - PERMITS REQUIRED

All Permits to work / hot works to be issued by CEMEX quarry management. And upon completion of the shift all permits will be closed out / signed off

SECTION 6.0 - SCOPE / METHOD AND SEQUENCE

- 6.1.1 Method Statement and Risk Assessment to be issued to CEMEX prior to work commencement and approval / comments recorded from the CDMC.
- 6.1.2 Induction to be given by CEMEX to operatives and supervisors joining site
- 6.1.3 Pre start briefing (induction) to be delivered also by UKI Safety Officer and Site supervisor prior to work commencement.
- 6.1.4 Permits from CEMEX to be established and authorised
- 6.1.5 Method statement and Risk assessment to be read by all site operatives and signature confirming compliance and understanding to procedures as laid out added to the MS

START ON SITE

- 6.2.1 Arrive at Work area – conduct observation of SP personnel and other contractors working in close proximity to assess any potential risks. If any concerns report to CEMEX
- 6.2.2 Erect hazard warning signs, containment sheeting and site barriers if required.
- 6.2.3 Set up site compound site containment and establish welfare facilities

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6.2.4 Works access will be checked before work starts.

6.2.5 Ensure that no activity or placement of equipment could give rise to a hazard to the general public / CEMEX staff or interferes with their operation.

Sequence to be used when repairing jetty connections

REPAIRS AND REPLACEMENT OF EXISTING FENDERING

Rope access will be used to position operatives in the fender position to remove existing failed / missing bolts and to record existing fixing positions. New fender timbers will be prepared above deck level for recessed bolts and new fixing positions and horizontal bolts through the upright width of the timber will be installed. The upper most horizontal bolt position will be temporarily fitted with an over length bolt (with plate washers) so that in combination with a strap can be used to lift the fender into the upright position. A gantry hoist or a counterweighted hoist overhanging the edge of the jetty will be the point of attachment for the fender timber. Fender timber attached to hoist and control ropes will then be pushed end first over the edge of the jetty and control ropes used to lower the timber so that it's full load is placed onto the hoist attachment in a controlled manner. Once the hoist has taken this load the fender will be lowered into position and bolted into place.

Removal of damaged / split fenders will be in the reverse sequence of the above and point of attachment will be formed by drilling through the fender to install the lifting bolt. Once at deck level these will be cut up into small sections to ease manual handling

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It has been noticed from the existing structural surveys that what appears to be voids from decay of the timber is actually loss of timber section caused by stresses in the timber along its grain from the shear collar to the end of the beam or tie that has caused this section of timber to be lost. To avoid full replacement of all affected beams and ties a reinforcing shear collar detail has been devised as page 1 of the attached sketches.

Method of approach to install via rope access will be firstly to install support via chain blocks and straps using the 450 sq longitudinal deck supports as the high level point of attachment before connection points or bolts holding, are removed. If a tie is being repaired a cargo strap will be installed where it crosses its sister tie to control the potential to fall / rotate away from its pile connection. Where existing beams are displaced by bolt failures these lifting points will be used to reposition the timber beams back into their original location.

A core hole will be cut through the beam or tie using a drilling rig that has been bolted onto the tie / beam. Once core has been removed plate as sketch will be installed and bolt through connections made.

This work particularly at low level on the jetty will (due to tidal windows) will require 2 separate visits so joint will have to be stabilized by temporary attachment by cargo straps or temporarily bolted over the high water periods so that timbers are not lost. There is also a consideration that works will have to be timed to complete between ship arrivals, so that these connections are not in their temporary state whilst ships are using and there by transferring mooring loads to the jetty in its weakened state.

REPAIR OF TO TOP OF TIMBER TIES CAUSED BY SHIP IMPACT

Cargo strap will be installed around the intersection point / cross over with its sister tie and support taken from deck support beams as above. Bolted connection will then be removed and flat plate will be lowered into position vertically using the beam hoist mounted on deck above and the connection bolt will be installed so that plate is now hanging from this bolt. Lifting point attachments will then be removed and plate rotated into position which will then be cargo strapped to the tie to hold its position. Tie attachment points will then be drilled through and permanent-fixing bolts installed.

REPLACEMENT OF HORIZONTAL MEMBERS WITH STEEL SECTIONS

Currently there are 2 locations where most of the original beam has been lost and only the steel repair sections remain attached to the pile.

Method of approach will be to locate the gantry hoist above the remaining section and to support that section as the connecting bolts are removed allowing removal of the redundant member.

Replacement shear collars will be checked for size against the existing holes and adapted with additional collars if required to ensure a tight fit into the existing pile.

New beam attached to the gantry hoist at its center of gravity will be also attached to a chain block mounted centrally under the jetty. Beam will then be lowered over the edge of the jetty to a point so that it becomes suspended by the block and chain winch that has been centrally located under the

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jetty and will naturally cause the steel to swing under the jetty as this load is transferred between the points of attachment. Gantry hoist connection will be removed so that chain block can be used to lower steel into position. Once steel is in position shear collar will be installed through over sized hole in steel so that it supports the steel and cargo strap is taken around steel and pile to maintain its position.

Sister steel will then be installed as above and bolt installed through the shear collars. Cargo strap will be adjusted to be around both steels adjacent to the pile so that they remain in place either side of the pile until the final fixing is made.

Steels forming the ladder connection between the pair of steels will be installed by the same method as above and bolted into position. Fixing rings at shear collar / steel beam connection points will then be welded into place to fix the whole structure into position. Steel work will then be fully painted with interzone finishes.

6.3 SAFETY

6.3.1 Where possible areas to be worked are to be secured all round with suitable barriers.

6.3.2 Appropriate warning signs to be fixed in suitable positions at all points of work to ensure public awareness.

6.3.3 All lifting equipment to have current test certificates.

6.3.4 All visitors and operatives to sign in and out at the workplace in the signing-in register kept in the Health & Safety documentation.

6.3.5 Shared welfare arrangements to be observed prior to commencement of work.

SECTION 7.0 - LABOUR AND PLANT**Plant identified in section 2.**

7.1 UK Industrial Services shall have their own direct labour including a working supervisor maximum number 3

7.2 Our Project Engineer, Phil Bradley along with our site foreman TBA, shall manage the above labour force.

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- 8.1** All the labour shall receive a general site induction both on the Method Statement & Plant hazards before starting work and shall sign the Induction Register.
- 8.2** Detailed job specific inductions shall be read by all relevant operatives (in the form of this method statement) and personnel shall then sign below as a record.

DECLARATION

We the undersigned have read and fully understand this method statement and will comply with the content therein.

NAME	SIGNATURE	DATE