

**The Supervisor/Person in charge of the work is to carry out a Daily Activity Brief to ensure all Operatives under his supervision are aware of the safe methods of work.**

<b>Project:</b>	COMMS World	<b>Date:</b> 17/12/2020
<b>Location:</b>	Union Canal , NCR 754	<b>Supervisor:</b> Paul Laughlin

This Task/Method Statement must be read in conjunction with RA 015 and Diona Construction Emergency Spill Response Procedure, and is applicable to works that interface with the Union Canal on Toe path NCR 754.

**Equipment:**

- 1 Ton Excavator
- Breaker Attachment
- JCB Hydraulic Dumpster
- 55kg Vibro Tamp
- 55kg Vibrating Plate
- Hand tools
- Spill Containment Equipment

**PPE:**

- Safety Boots
- Hi-Visibility Clothing (Flame Retardant)
- Safety Helmet
- Gloves
- Ear Defenders
- Life Jackets
- Life Bouy

**Details of the works:**

The works require a 42 mm Sub duct to be installed under the "Union Canal Boundary Wall". Sub Duct to be installed to provide agreed depth of cover.

The works will consist of excavation works and reinstatement of Toe path sub-base and surface materials. All works in this area will be carried out in accordance with HSG 47 and after consultation and agreed method with Scottish Canals.

From existing footway box a narrow trench (200mm) will be cut with Petrol Driven Saw. The use of mechanical excavator will be required to break out the surface and excavate to required depth.

Diona Construction will core under the Boundary Wall to take the 42mm Sub duct towards Clifton Hall School.

A Banksman and a CPCS/NPORS Competent Operator will be used.

Diona Construction Works Manager (Paul Laughlin) will be available for the duration of the works to oversee operations.

**Protection of the Canal ecosystem will be of the highest priority throughout completion of this task.**



**Figure 1:** This shows the location of proposed works area



**Figure 2 and 3:** Shows proposed route of Duct lines

**Prior to Work Commencing:**

1. Areas of proposed route with excavation required will be identified and agreed with Scottish Canals.
2. Proposed Route and existing condition of Toe path will be surveyed, photographed and video recorded, to document all existing conditions for future reference.
3. Agreement by Scottish Canals on proposed routes and methods to be confirmed.
4. An agreed Methodology to be briefed to Diona Construction Gang before commencement of work.

**NO WORKS TO TAKE PLACE WITHOUT AUTHORISATION FROM SCOTTISH CANALS!**

**Commencement of Works**

1. Water Safety measures to be set up including Life Buoy and Life Jackets to be worn.
2. Proposed route will be marked out and full scan of area for existing services.
3. Route of new lay duct line will be kept as far away as possible from Canal but still within the existing Toe path.
4. Existing surface material will be carefully cut, broken out and removed. Existing Backfill material will be loosened using hand tools and excavated by 1 Ton Excavator. Banksman will be in attendance at all times. Backfill Material to be reused where possible.
5. Core Drill will be used to core 4 inch core to the existing Boundary Wall to allow duct to be fed through the wall outside of Canal Boundray.
6. All spoil will be carefully excavated and removed from the works area to an agreed location by Wheel Barrow.
7. Ducting will be installed to a depth to provide 350mm cover. If 350mm cover can't be achieved then suitable measures will be taken to ensure plant protection is provided.
8. "Caution Fibre Optic Below" Marker Tape will be installed above ducting to provide identification.
9. Reinstatement of permanent surface material will be carried out.
10. Suitable material will be used to provide backfill to the reinstatement to Sub-base level and compacted using 55kg Vibro Tamp.
11. Base material will be wheel barrowed in and Vibro Tamp used to provide compaction.
12. Surface material to tie in with existing will be used. Compaction will be achieved by Vibrating Plate.
13. Verge reinstatement will be carried out to provide same or better standard as before works.
14. All completed works be photographed and recorded for future reference. As built drawings can be provided to Scottish Canals for future reference.

**Traffic/Pedestrian Management**

Works to be carried out with the closure of the Toe path NCR 754. The Toe Path has been assessed as being too narrow and tight to allow safe works and travel of pedestrians.

**Possible Hazards:**

Members of the public not adhering to Footpath closed signs  
Existing services  
Slips, trips & falls.  
Manual Handling  
Fuel Spillages  
Pollution to Water Course  
Damage to existing services

**Control Measures to protect Union Canal.**

**No Works to take place without the presence of Supervisor.**  
**Banksman to be used at all times when excavating.**  
**Increased levels of Supervision.**  
**Competent Operators to be used.**  
**Spill Containment Equipment to be present at all times.**

<b>Task Statement approved by:</b>		
<b>Site Manager/Engineer:</b>	<b>Signature</b>	<b>Date:</b>
<b>HSEQ Advisor:</b>	<b>Signature</b>	<b>Date:</b>

**The Supervisor will carry out a physical check of the work area and equipment as follows:**

	Yes	No action req.	N/A	Action
1. Is the area adequately segregated to protect others?				
2. Is the work area clean and tidy (Housekeeping)?				
3. Is the work equipment provided suitable for the task and in good order?				
4. Are all leading edges/holes (above or below) protected to prevent the fall of men and/or materials?				
5. Is access/egress suitable?				
6. Have all your Operatives been briefed on the accompanying Method Statement and signed accordingly?				
7. Are all Spill Control Measures provided and available in good order?				
8. Has works area been properly tidied back to original condition?				

**If you are satisfied that points 1-7 are in place and the work area is safe, then you are to brief the Operatives concerned on the work to be carried out for the day and commence.**

**(Safety control measures must be included in the brief i.e. housekeeping, use of barriers, use of Banksmen, control of lifting operation, excavations, etc etc)**

**On completion of works sign off point 8**

<b>Name of Supervisor (print)</b>	<b>Signature</b>

