

S A M P L E

Site Address	Your Street, A
Precise Location	Ground and 1

Start Date	1 st September	End Date	12 th September
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BRIEF DESCRIPTION OF THE WORKS
 Erection of timber framed/modular buildi

SEQUENCE OF OPERATIONS:
 E.g.
 Prepare safe area for telehandler/crane.
 Ensure scaffold is erected to allow access to roof head cables etc.
 Lift sections onto pre-prepared base and
 Drill and bolt together as per manufacturer's instructions.
 Install floor.
 Repeat for second floor.
 Fill floor area with bean bags.
 Fit roof members.

EQUIPMENT AND PROCEDURES:
Plant/Tools needed Hand and power tools

PPE required
Delete and/or add as appropriate:
 Hard hat
 Safety footwear
 Gloves

Materials to be used Timber frame,

Operatives required Carpenters/framers

Specific Training needed – give details Manual handling
 Machine/tools training
 Trade training

Permits to Work needed
Delete and/or add as appropriate:
 NA

Machinery Shutdown and Lock-Off Procedures
 NA

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Is Electricity needed	NA	
Mobile Phone use – any Restricted Areas	No	
Means of protection to other people <i>Delete and/or add as appropriate:</i>	No one to be p	working area
Site Access and Egress	Via main entra	
Access to Works Area	Pedestrian ac	
Means of Access to Height <i>Delete and/or add as appropriate:</i>	Via mobile tow	to be used for short-term use only
Fall Prevention Measures	Scaffold or mo	by competent persons. Operatives to
COSHH Assessment Carried Out	NA	
Suitable Welfare Arrangements – give details	Site office	
Traffic Management in Place	NA	
First Aid Cover – give details	See site office	
Accident Procedures – give details	See site office	
Overhead Power Cables – are goalposts in place	NA	

Noise Issues	NA
Dust Control	NA
Vibration Control	NA
Fire Plan in Place	See site
Site Contact Details including Emergency Numbers Etc	See site

S A M P L E

ISSUED TO:

Name	Signature	Date

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