**North London Mountaineering Club**

Hut Works Method Statement

**Works Location: Members’ Cottage – Bryn Brethynau (GR SH 736 573)**

**Guest barn - Bryn Brethynau Barn (GR: SH 737572, postcode: LL24 0DT)**

**Date: March 2018**

**Prepared by: REY/CH**

This method statement outlines the standard methodology to be employed by members of the North London Mountaineering Club (NLMC), sub-contractors, and any other persons during activities undertaken during works on its properties in North Wales. It should be read in conjunction with the Hut Works Risk Assessment.

**METHODOLOGY**

* The Hut Warden or their designated deputy shall attend, as necessary, any pre-start meetings with sub-contractors.
* All relevant areas of the site will be fully inspected by the Hut Warden before commencement of works, and subsequently before start of works each morning. The Risk Assessment will be reviewed and updated as appropriate by the Hut Warden following initial inspection, and as required during the works.
* The work areas will be cordoned off to prevent inadvertent access by those not engaged in the task and appropriate warning signage will be erected as required. Safe access to, and egress from, all work area will be maintained at all times.
* Suitable welfare facilities at one or both of the huts will be maintained.
* A full induction and site briefing will be given by the Hut Warden to all members and sub-contractors working on site. People will be briefed on the Risk Assessment, appropriate PPE and all specific site rules. Tool operator’s competency will be checked by the Hut Warden to ensure they are safe to operate the tools unsupervised. Before commencing any task the persons planning to undertake the works must consider if they are capable of carrying out the works safely and have all the necessary equipment and training to compete the works safely. Only qualified electricians to work on the electrical system.
* All tools are to be thoroughly checked before use and at regular intervals during the works. The correct PPE must be used. Any necessary safety devices for electrical equipment must be used. All tools to be stored safely during and after use.
* If ladders are to be used they must be of the correct rating for the works and loads planned. All ladders must be inspected before use (see HSE Guidance INDG455 for details).
* Before and during the works members and sub-contractors will check for the presence of asbestos or contaminants, and if identified will stop works immediately, withdraw from the area and alert the Hut Warden.
* All fuel and hazardous substances to be stored in their original containers and used in accordance with manufacturer’s instructions. Use appropriate PPE as required.