

# METHOD STATEMENT



CLIENT NAME		Date of Statement	
SITE ADDRESS			
Contract Manager:		Site Supervisor:	
Originator & Position:		N <sup>o</sup> of operatives required	
<p><b>This method statement is critical to the health and safety of the activity(ies) it relates to. It is to be strictly adhered to and any deviation for whatever reason must be authorised by the site Supervisor.</b></p>			
Planned Task/Activity Description	Installation of Urinal Flush Control Valves		
Location and Access:	All Gents Washrooms fitted with UMD units		
Working Environment & Access Restrictions:	Gents Washrooms. No public or client access during servicing procedures.		
Protection of others	Display of 'cleaning in progress' or "washroom closure notices" as necessary.		
Emergency Procedures	Normal site emergency procedures will apply.		
Operatives / Competence	The site operative is the site supervisor.		
Personal Protective Equipment	Latex gloves, Safety footwear. Safety Glasses / goggles.		
Plant & Equipment	Hand tools only. Step Ladder (max 5 rungs)		
Materials Handling / Storage & Safety Information	Wear latex gloves when handling UMD & cleaning products and urinal fittings if any dismantling is necessary.		
Procedures / Critical Stages	<ol style="list-style-type: none"> <li>1. Locate stop tap or other isolation device to stop water supply to Urinal cistern(s). Where this is not possible or the existing stop tap or other isolation valve is seized &amp; cannot be shut down, then it will be necessary to stop water flow by temporarily freezing the inflow pipe. In the event that freezing becomes necessary then a replacement stop tap or other isolation device will be fitted.</li> <li>2. Locate the solenoid valve in an appropriate position, as close to the cistern as possible, ensuring correct orientation of the solenoid valve as identified by the word <b>IN</b> or by a directional arrow stamped on the solenoid.</li> <li>3. Cut the supply pipe and purge any debris or swarf.</li> <li>4. Tighten all joints and check for leaks.</li> <li>5. Restore water supply system.</li> <li>6. Connect solenoid to the circuit board by means of the 2 pin connector, ensuring correct polarity.</li> <li>7. Calibrate the FCV01 units in accordance with the instructions supplied.</li> <li>8. Test operation.</li> <li>9. Remove all debris from site.</li> </ol>		

# METHOD STATEMENT



Final Clearance:

Name:

Position:

Date: \_\_/\_\_/\_\_

Other Information which may be relevant:

Where other installation work is being performed at the same time as installing Urinal Flush control valves, then some procedures may overlap or be conducted in a different order to those identified above.