

METHOD STATEMENT



CLIENT NAME		Date of Statement	
SITE ADDRESS			
Contract Manager:		Site Supervisor:	
Originator & Position:			N° of operatives required
<p>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.</p>			
Planned Task/Activity Description	Installation of Urinal Maintenance Device (UMD) components.		
Location and Access:	All Gents Washrooms to be 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;		
Plant & Equipment	Hand tools. Step Ladder (max 5 rungs). Battery operated Pipe cleaning tool where necessary.		
Materials Handling / Storage & Safety Information	Wear latex gloves when handling UMD & cleaning products and urinal fittings.		
Procedures / Critical Stages	<ol style="list-style-type: none"> 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 & 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. 2. Disconnect the trap or u-bend arrangements from below each urinal bowl and remove the existing waste outlet from each urinal bowl. Where 'concealed trap' urinals are fitted it may be necessary to remove each urinal from the wall. Where appropriate, silicone mastic sealant will be re-applied to restore the integrity of the seal around the perimeter of each urinal. 3. Fit the appropriate size new waste outlet to each urinal, bedded on silicone mastic sealant or similar product. 4. Remove trap/u-bend and check for build-up and remove and safely dispose of any scale or other debris. 5. Assess scale and deposit build up in existing waste pipes and where necessary either replaced pipes or perform waste pipe descaling with electrically powered pipe cleaning equipment. 		

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6. Re-assemble trap/u-bend.
7. Test for leaks by pouring water into each urinal. If leakage occurs the cause will be investigated and remedied.
8. In the event that Gentworks personnel are unable to establish adequate drainage then there is likely to be a blockage or restriction in the vertical stack or other shared waste pipes. The client will be informed accordingly and an appropriate course of action discussed.
9. Once satisfied that there are no leaks, the UMD cartridge will be inserted into the waste outlet.
10. Restore water supply system.
11. Remove all debris from site.

Final Clearance:

Name:

Position:

Date: ___/___/___

Other Information which may be relevant: