METHOD STATEMENT

Read with the risk assessment for this task. Brief every operative before work starts.

Project	Client	Principal contractor
Task	Method statement ref. and rev.	Risk assessment ref.
Start date and duration	Prepared by	Site supervisor

Scope of work

Sequence of work

Step	Activity	Hazards and controls	By

Plant and equipment

Plant or equipment	Inspection or certificate	Operator competence

PPE	Permits and checks	Emergency arrangements
Head	Permit to dig	First aider
Body	Excavation inspection	Nearest A&E
Feet	Confined spaces	Assembly point
Hands and eyes	Hot work	Cable strike

Briefing record: I have read and understood this method statement

Name	Company	CSCS or card no.	Signature	Date

Prepared by

Approved by (contractor)

Accepted by (principal contractor)