

<b>Work Method Statement (Part 1)</b>		<b>Signed off:</b> _____ <b>Date:</b> _____ <b>No:</b> _____ <b>Accepted:</b> Yes / No
<b>Contractor:</b>		
<b>Project:</b> <b>Concrete Slab for Picnic Table</b>		
<b>Job:</b>		<b>Area:</b>
<b>Procedure (in steps)</b>	<b>Possible Hazards:</b>	<b>Safety Controls:</b>
1. Work out sequence of pour	Site situation Vehicle access/movement	Roped off safety zones Warning signs/truck reverse beeper
2. Preparation of area	Underground services	Check plans
3. Formwork edging.	Manual handling/clear offcuts	Do not lift over 16 – 20 kgs.
4. Services installation	Chemical adhesives (hazardous substances)	MSDS/warning signs – trenches ppe.
5. Plastic membrane	Clearing rubbish/offcuts	Clear all rubbish
6. Steel reinforcing	Manual handling, heavy weights Electrical hazards	Personal protection Clear offcuts
7. Place concrete	Chemical hazard/manual handling	ppe Lifting limits
8. Vibrate concrete	Hazards to others nearby	Fellow workers/public safety provisions
9. Finish slab	Electrical hazards Manual handling/sun exposure	Do not lean beyond limits Sun cream/hat
10. Cure slab	Site movement	Signs/barricades
11. Removal of formwork	Manual handling	

