

Safety Method Statement Evaluation

For: Hettich (King St)

Date:	Start Time:	Finish Time:
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Short Description of Work - ? replacing Awning ~~to~~ Avon

State why work is required: ? unsafe to use without

Location of Works: King street

Team Performing Works: Ben Reed / Andy Barnes

STEP BY STEP SEQUENCE OF WORKS	Tick off as complete
Work sequence is attend site, assess rooms for installation, use ladders for height work if applicable, drill the required holes using a battery operated drill, install and fit, blinds and hang curtains if applicable, tidy clean and make good the area.	
The products will be tested before leaving site	
Client to shown how to use the equipment	
No delivery and storage required, all items will be transported in and then we will install and remove back to CP Interiors if necessary	
No third party staff all CP Interiors	

WORK RISK ASSESSMENT CHECKLIST:

All hazards have been identified main area would be working from height, we will be using the correct assessment when we attend the site, post foreman briefing. Slips, trips and falls will all be assessed again when we attend the working area for installation. Noise will be minimal and ear defenders will be used if necessary, along with other PPE. No vibration issues as drilling will be minimal and also electricity – no mains power needed.
Safety goggles and ear defenders plus PPE for Covid and hi Vis

We have reviewed the ladders, they are BSEN standard and also they are inspected daily prior to use.

Work at height is classed as 'high risk' all covered in the health and safety internal training, we are aware of the risk and this will be mitigated – Covered in Risk assessment
No hot works will take place

STATE POTENTIAL FOR THE FOLLOWING:	High	Med	Low	N/A	State Prevention Measures to eliminate/minimise risk
Personal Injury			✓		Use of hand tool. trained person
Contact with Rotating Equipment				✗	
Contact with Electrical Supplies				✗	
Release from Pressurised Systems				✗	
Contact with hot surfaces				✗	
Exposure to hazardous gas or chemicals				✗	
Falling from Height			✓		Appropriate equipment
Affixation from fumes/ oxygen depletion				✗	
Fire / Fire Alarm activation			✗	✗	Barriers
Noise Generation				✗	
Odour Generation				✗	
Environmental Damage				✗	
Waste disposal				✗	
COVID 19				✗	
Others Potential Hazards (Please Specify below)					

No need for electric supply for battery chargers and all 'cabled' tools – all battery operated not cabled items

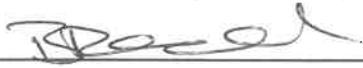
List Plant Equipment required:
Barriers / small steps

Personal Protective Equipment Required for Project:

Eye Protection

Signed Off / Approved – Benjamin Reed (Installation Manager)

Signature



Date Signed

28/11/25

Acknowledged – Steven Tindall (Fitting Staff)

Signature

Date Signed

Acknowledged – Andrew Baines (Fitting Staff)

Signature

Date Signed

Risk Assessment

EXTERNAL USE										
Client:					SO					
Site:					Workplace /Area:					
Assessor's Name:					Date Assessed:					
Re-Assessor's Name:					Re-Assess Date:					
Item No	Task / Activity	Hazard Type (potential to cause harm)	Risk Rating (before Control)			Control Measures Required (To Eliminate, Reduce or Protect Persons)	Actioned By	Residual Risk Rating		
			L	S	R			L	S	R
1										
2										
3										
4										

Key

Correct PPE at all times

Low = 1. Medium = 2. High = 3. (Risk Rating is obtained by multiplying Likelihood and Severity together)

L = Likelihood (1- unlikely, 2- Likely, 3 - Very likely

S = Severity (1. non reportable injury or illness / 2. Reportable injury or illness over 3 days / 3. reportable major injury or sever illness - death

R = Risk Rating, 1 to 3 = Low Risk, 4 to 6 = Medium, 7 to 9 = High Risk