

Method Statement: Foul outfall works and Headwall

PF10-PR10-01-F004

Project Title: Larne POE

INTRODUCTION

The purpose of this method statement is to provide detailed guidance for a safe method of working for our employees and any sub-contractors who may be under our control. A specific Risk Assessment based on the approved safe system of work must be drafted and communicated with this Method Statement.

Conditions may change on site consequently; this method statement may require amendment during the course of work to reflect the conditions at the time.

All personnel involved in this operation will be briefed on the content of this Method Statement and relevant risk assessments before commencement of the work.

Description of Work To Be Carried Out

This RAMS covers all safety measures to be put in place and works associated with the headwall and drainage works.

- Setting up of any environmental procedures to prevent contamination
- Setting up of any safety procedures, i.e. safe access
- Excavation works
- Installation of the headwall
- Any drainage or backfill works

Supervision & Personnel

SUPERVISOR: [REDACTED]

OPERATIVES: [REDACTED]

KEY PERSONNEL (i.e. LIFT CO-ORDINATOR / RESCUE TEAM):

[REDACTED]

OTHER TRADES: N/A

Training

The following specialist training is required:

<u>Activity</u>	<u>Contractor</u>	<u>Training Required</u>
Site safety supervisors	[REDACTED]	CSR/CSCS Supervisor
General labour	[REDACTED]	CSR/CSCS Labourer

Lifting Work Slinger/Signaller	██████████	CSR / CPCS / NPORS Operator's Card (NPORS cards must display the CSCS hologram)
Plant Operators	██████████	CSR / CPCS / NPORS Operator's Card (NPORS cards must display the CSCS hologram)
First Aiders	██████████	First Aid at Work Training

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Sequence of Work		
Task	Outline Hazards	Outline Controls
<p>General operations</p> <ul style="list-style-type: none"> • Prior to any works commencing, site team will ensure any permission are in place, i.e. marine construction license, traffic management and DFI. • Operatives will be fully briefed on works and explained the sensitive nature of the works within the watercourse. • Prior to any works commencing, all plant involved will be fully washed and checked for any oil leaks to ensure no contamination is possible. The plant will be fully fuelled to prevent the need for refuelling while in the works area. If refuelling is required, the plant can be brought back to the site compound and refuelled in the designated area. Plant will be washed to prevent the transfer of INNS. • The traffic management will be set up as per the agreed plan and operatives and plant can then enter the works area. • Works will be planned around periods of low tide, 	<p>Risk of oil leaks entering watercourse</p> <p>Prevents contaminants spreading easily</p>	<p>See Env RA</p>

<p>this means water entering the works area does not have to be controlled.</p> <ul style="list-style-type: none"> • All access arrangements will be put in place for safe means of access to the works, i.e. embankment stairs, edge protection. • The works area will be inspected to ensure there is no spawn from fish or disturbing any habitats of animals. • All plant can carry out the works directly sited on the hard shoulder which reduces the need for any access into the water way. Nearby gullies will have Envirohorns placed to prevent any contaminants entering the drainage. • The existing rock armour pitchers will be lifted to the side using a grab attachment on the excavator for reuse later. • The site for the headwall will be excavated to design depth. All excavated material will be placed directly into a lorry and removed from the area. • The geotextile and stone will be placed for foundation of the headwall. Note no concrete to be used due to risk of contamination. • The head wall will then be lifted into place with use of a crane. A lift plan will be in place and correct slinging techniques will be used. • The pipe route through the embankment will then be excavated, pipe bedding placed and pipe connected between the headwall and manhole which will already be in place. • Once levels are satisfactory, backfilling will commence as per the 	<p>Slips, trips and falls</p> <p>Reduced risk of any oil spills entering watercourse</p> <p>No risk of silt or pollution from stockpiles.</p> <p>Lift plan to be in place along with permit to lift</p>	<p>See RA</p> <p>See Env RA</p> <p>See RA</p>
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<p>detailed design. Rock armour will be reinstated again and placed around the headwall.</p> <ul style="list-style-type: none"> • Any surplus materials will be removed and handrails etc. will be fully reinstated. • If at any time during the works there is an environmental incident, NIEA's pollution prevention hotline will be contacted on 0800 80 70 60 within 30mins of an event. 		
<p>Lifting operations</p> <ul style="list-style-type: none"> • Check condition of slings and chains before use; don't use if worn/damaged. • Use the correct hook attachment for excavators; don't put slings or chains directly onto the bucket teeth. • Give the driver clear hand signals and keep eye contact with him. • Stay clear of suspended loads, don't stand directly under them or slew them over other people. • Slinging loads requires slinger training. Beware of pinch points, keep fingers clear. 	<p>Injury from suspended or falling loads</p> <p>Damage to materials</p>	<p>See RA</p> <p>See RA</p>
<p>Unaccompanied working – avoid, if possible, otherwise follow the guidelines below</p> <ul style="list-style-type: none"> • Unaccompanied working is not allowed in manholes, using ladders/steps, in trenches, use of chemicals or use of Stihl saws. • Young People (under 18yrs) are not allowed to work unaccompanied. • Always have a mobile phone with you. Tell a buddy where you're going. • Small plant to be in good condition, complete daily checks. 	<p>Lose of contact with colleagues</p> <p>Injury without assistance</p>	<p>See RA</p> <p>See RA</p>

<ul style="list-style-type: none"> • Having multiple people to lift and carry loads. • Lift with correct posture and form • Rotating tasks to minimise repetition and overexertion. 		
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- These items to be detailed on the attached Risk Assessment

Plant / Equipment	
Item of Plant / Equipment	Trained Operator
20T Excavator	CPCS/NPORS
8 Wheel lorry	CPCS/NPORS
Plate compactor	CPCS/NPORS
Mobile Crane	CPCS/NPORS
13T Excavator	CPCS/NPORS
Cat and Genny	Trained Cat & Genny Certificate
Work Vans and trailers	Driving license to drive vans and tow trailers
Lorry Loader	Trained with a Class 1 driving license

Safe Means of Access and Emergency Arrangements

Potential incidents relating to this work activity – tick as applicable. Controls listed in risk assessment. First Aiders should be familiar with the type of injuries resulting from these incidents.

Hit or crushed by moving plant	✓	Hit by falling object	
Trapped by overturned plant	✓	Buried under earth	✓
Fall from height	✓	Drowning	
Rescue from height		Other – eye injury	✓

In the event of an emergency incident, the GRAHAM management team must be informed immediately and will alert the relevant authorities. The emergency procedures detailed in the Construction Phase Plan will be followed.

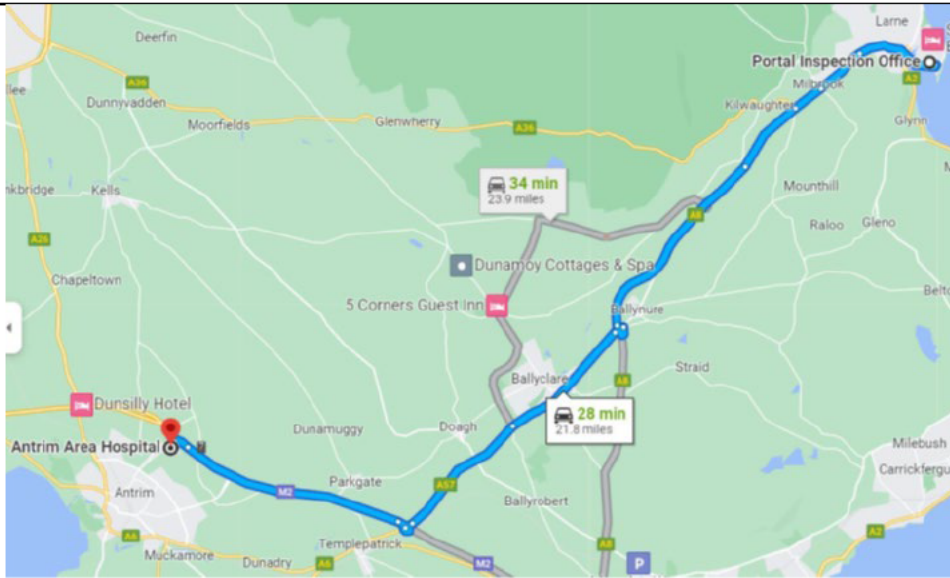
The nearest A&E hospital is shown below: -

Antrim Area Hospital

Bush Road
Antrim BT41 2RL

Tel: 028 9442 400

Approximate travel time: 28 minutes Approximate distance: 22 miles



7.2 First Aid Arrangements

At least one qualified First Aider will be on site during this activity with First Aid kits located in the site office and / or designated GRAHAM vehicles. The names of the First Aiders will be made known to all personnel and they will have a First Aid sticker on their helmet.

A defibrillator is available at Site Office - TBC

First Aider	Contact Number
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

7.3 Fire safety arrangements

All site personnel are to be aware of the site fire plan and emergency arrangements as briefed in the site induction.

Protection of Public

6.1 Detail access/egress to activity works area:

All works are within a fenced area at the side of the harbour highway. Traffic management will be in place from certified TM company. All pedestrian walkways will be closed to prevent anyone entering the works area.

Fencing will be erected to close off the works area outside of working hours.

Works area highlighted in red box below.



6.2 Plant / pedestrian segregation in place:

N/A

6.3 Routes for site plant movements:

N/A

6.4 Proximity of other contractors and / or activities:

N/A

6.5 Details of road traffic management:

Traffic management plan will be in appendix once agreed with DFI

Environmental Considerations

All small plant such as generators etc. with engines should be kept on a plant nappy on the hard shoulder.

Fuel handling should only be done by the designated refuellers at the compound in designated area.

Spill kits to be used appropriately to contain / clean up spills.

NEVER put COSHH materials in unmarked containers, always use an original.

Report spillages to your supervisor. Spillages then to be reported to NIEA's Pollution Prevention hotline number 0800 80 70 60 within 30mins of incident.

Spill kits will be in the work area and available at all times. Any gullies will have envirohorns placed. Spill procedure to be in place and trained operatives in place.

Work area to be left clean and clear of any materials at the end of every shift.

Personal Protective Equipment			
HEAD PROTECTION:	Mandatory	SKIN PROTECTION:	As per RA
EYE PROTECTION:	As per RA	SPECIALIST FOOTWEAR	Mandatory
EAR PROTECTION:	As per RA	FLOTATION AIDS:	As per RA
RESPIRATORY PROTECTION:	As per RA	HARNESSES:	As per RA
HAND PROTECTION:	Mandatory	OTHER	NO

Drafted By:	██████████
Date:	19/11/25
Position:	██████████
██████████	██████████

APPENDIX 1 – Health & Safety Risk Assessment

Risk Assessment No: 0097

PROJECT:	Larne POE	CONTRACT NO:	DN20
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The following is an assessment of risk for the operations detailed below:

Details and area of work

Outfall works and Headwall installation

Classification of Risk = Severity x Likelihood

(Before control measures taken)

Likelihood of accident		1 (Unlikely)	2 (Likely)	3 (Near certain)
Severity of accident	1 Minor (Hazard should not result in serious illness/damage/injury)	Low risk	Medium risk	Medium risk
	2 Serious (Hazard can result in serious illness/damage/injury)	Medium risk	High risk	High risk
	3 Extreme (Hazard can cause death/ serious illness/ damage/ injury)	Medium risk	High risk	High risk

Corrective action to be detailed on sheet 2 for Medium to High-risk activities.

The following Hazards are to be evaluated for the above detailed operation.

Hazard		Risk		Hazard	Risk
1	Falls from heights	6	10	Plant (including quick-hitch release)	6
2	Slips, Trips and Falls	4	11	Lifting Operations	6
3	Compressed gases incl. LPG and compressors	NA	12	Concrete Burns	NA
4	Confined spaces/Restricted Access	NA	13	Operations over water	6
5	Fire, electrical hazards, hot materials i.e., bitumen, welding	NA	14	Underground or Overhead services	4
6	Excavations	4	15	Manual Handling of materials (incl. risk of cuts to hands) *	4
7	Abrasive wheels	4	16	Use of hand tools	4
8	Cartridge operated tools	NA	17	Works to Public Highways or Risk to Public	4
9	Risks to the eyes	6			

*Complete an operation specific Manual Handling/COSHH assessment if risk is **greater** than low.

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Date: 19/11/25

Date of Risk Assessment review (if applicable): _____

RISK ASSESSEMENT NO: 76

To be read in conjunction with page 1 of the Risk Assessment.

Hazard No.	Details of hazard (More specific breakdown of dangers and those who could be affected by them)	Preventative Measures
1	Operatives falling from height from lorry bed when delivering plant or embankment to works area.	Operatives shall not access the bed of delivery vehicles unless suitable edge protection is in place. In which case the operative should access the bed of the lorry using designated ladder access point maintaining 3 points of contact at all times. Where possible a harness and lanyard should be used when accessing the bed of the lorry. The lanyard should be connected to a designated point on the lorry and should prevent the operatives from falling off. Access to the works area should be via embankment staircase and not directly up the embankment. Handrails at the edge of the hard shoulder will be in place to provide edge protection to all areas.
2	Operatives tripping over waste materials/debris while working.	Operatives to maintain good housekeeping and materials to be stacked. No debris left near work areas, and the areas of work well cordoned off to prevent unauthorised access. All chains will be secured in the Graham stores when not required. All chains will be placed in a location assigned by a banksman / supervisor between lifts when not in use to prevent damage and trips / falls. All small tools to be left in the van when not in use.
6	Excavations	Care shall be taken when working near open excavations, tools and materials shall be kept away from the edge of excavations as to not cause any slips, trips or falls. Excavations are to be barriered off by means of pedestrian fencing or similar. Signing to warn of excavations shall be erected on fencing. Excavations to be inspected at the start and end of every shift, open excavations to backfilled as soon as possible. Sides of excavations to be battered back and entrance steps created for access. Dumpers/lorry not to overload edge of excavations by driving too close, use stoplog if necessary. No operatives to be in trench when dumper is tipping into it.

		Permit to dig required before commencing controlling location & extent of operation.
7	Use of Stihl saw & 4.5" Grinders	All operatives to wear CUT5 protection gloves and eye protection glasses when using cutting discs. Hot works permits to be issued when required. Operatives to use battery powered tools where practicable. Operator should check for damage to power tools before use. Damaged tools should be reported to supervisor and placed in quarantine area for repair.
9	Risk to Eyes	Eye protection glasses to be used when using cutting discs or working with hand tools.
10	Operatives struck by moving plant.	<p>Operatives to wear mandatory PPE at all times. Operatives must not pass working plant until clear eye contact has been made with the operator, who will signal the operative to proceed past the plant. Trained and competent operators to operate plant, plant operators to hold relevant skills card and to be checked at induction stage. Reversing alarms to be employed and weekly checks to be completed on plant to ensure that they are well maintained. All round vision to be checked.</p> <p>All plant to be fitted with yellow flashing beacons and all operatives to wear orange high visibility reflective vests and trousers. All plant, except FTD's to have 360° field of vision by use of mirrors or on-board cameras. Thumbs up rule of gaining attention of plant operators to be used by personnel on the ground. Use of mobile phones whilst operating plant shall result in immediate verbal warning following 3&Out procedures.</p>
11	Lifting Operations	<p>All lifting equipment to have calibration tag present and undergo a through pre works check before use. All attaching of chains will occur on ground level where possible. If lifting above the ground is required relevant measures will be put in place such as ladders which will be secured, inspected and a ladder permit in place, all by competent personnel. Only a competent slinger will attach and remove chains. A competent banksman will guide the works at all times.</p>

13	Operations over water – adjacent to the channel	All works to be carried out at low tide so water should not be near or close to the work area. Strict monitoring of times and shift to finish in advance of time. Works to be planned accordingly so activities do not overrun. Adequate rescue equipment to be made available also. Floatation devices should not be required.
14	Services – Underground	GRAHAM supervisor to thoroughly CAT scan area for utilities /services and mark on the ground the known locations. A banksman shall be present at all times guiding the excavator operator's movements whilst keeping on the lookout for signs of services such as indicator mesh or changing soil types. Permit to dig to be issued and communicated to excavator operative and groundsmen before works begin.
15	Manual Handling	Gloves to be worn at all times on site. Manual handling procedures to be followed, operatives to assess all manual lifting prior to undertaking the lifting. Mechanical means of lifting to be used where possible. Chains to be attached as close to ground level as possible to reduce lifting of chains.
16	Use of hand tools	Battery operated tools to undergo weekly PUWER check Signs of malfunction are to be reported to the site management. Eye protection is to be provided and used whenever work is done using bench saws, drills, grinders or other tools where there is a risk of flying particles or pieces of the tool breaking off. PPE (heavy duty gloves) to be worn where there is a risk of striking hands e.g. use of hammer Insulated tools must be used where there is a possibility of live electrical work. Open-bladed knives, screwdrivers and other sharp tools are to be carried and used so as not to cause injury to the user or others.
17	Works along public highway	Traffic management plan will be in place and carried out by competent TM company. All pedestrians will be diverted away from the works area while works are being carried out. Works area will be heras fenced off at all times and closed at end of shift. Traffic and pedestrian management checklist to completed daily.

Classification of risk after control measures have been undertaken =Low
(Only "low" acceptable. If not "low" then further control measures must be applied.)

CIRCULATION OF RISK ASSESSMENT

Contract Manager	x	Site Engineer	x	Employees	x	Client	x
Site Foreman	x	Sub-Contractor	x	Other occupiers of premises		Site Copy	x

APPENDIX 2 – Environmental Risk Assessment

Environmental Risk Assessment

PF10-PR10-01-F003

Risk Assessment No: 0097

Project:	Larne POE	Contract No:	DN20
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The following is an assessment of risk for the operations detailed below:

Outfall works and Headwall installationk
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Classification of Risk = Severity x Likelihood

(Before control measures taken)

Likelihood of Incident		1 (Unlikely)	2 (Likely)	3 (Near certain)
Severity of environment at incident	1 Minor	Low risk	Medium risk	Medium risk
	2 Serious	Medium risk	High risk	High risk
	3 Extreme	Medium risk	High risk	High risk

Corrective action to be detailed on sheet 2 for Medium to High-risk activities.

The following Hazards are to be evaluated for the above detailed operation

	Hazard	Risk		Hazard	Risk
1	Airborne dust / smoke	2	8	Large amounts of waste generated	2
2	Noise and Vibration	2	9	Disposal of hazardous materials	NA
3	Escape of hazardous fumes	4	10	Traffic disruption	2
4	Light nuisance	NA	11	Disruption to wildlife	2
5	Discharges in water sources	4	12	Visual nuisance	NA
6	Leaking fuel / oil / hazardous substances from storage containers	4			
7	Working on contaminated ground	NA			

Compiled by



Date: 19/11/25

Risk No: General Rams 03

This sheet is to be read in conjunction with Sheet 1 of the Environmental Risk Assessment.

Hazard No.	Details of hazard (More specific breakdown of environmental impacts and who / what could be affected by them)	Preventative Measures
1	Smoke generated from poorly maintained plant. Dust created from lifting	All plant to be maintained as per manufacturers guidelines. All vehicles to switch off the engine when the vehicle is stationary and unloading. No dragging of items being lifted on the ground which can generate dust. Plant to be checked prior to work for oil leaks from engines or plant
2	Risk of noise from plant.	Best practice means to be incorporated when controlling noise and vibration. Noise and vibration management plan should be reviewed. Work completed during normal weekday hours. All vehicles to switch off the engine when the vehicle is stationary and unloading.. All Lifting plant will be inspected daily.
3	Escape of hazardous fumes	If any fumes deemed abnormal will result in all work stopping, a Graham supervisor will be notified and work will not start until deemed safe by a Graham supervisor. All Lifting plant will be inspected daily.
5	Risk of fuel from plant or items lifted entering water course,	Spill kits to be kept in vans adjacent to works. Emergency spill procedure to be in place and operatives carrying out the works to be trained to handle any spills No lifting over water will occur. If any lifted items begin leaking lifting will stop, spill kits will be used. NIEA's pollution prevention hotline to be called within 30mins of an incident.
6	Risk of fuel leaking from Excavator	Plant will be refuelled at the compound and not at the works area as too close to water course. Spill kits available and operators trained in the use of them. Where applicable Bio-oil are to be used. All plant to be inspected to ensure there are no leaks and that it is in good condition. All leaks shall be reported to GRAHAM supervisors

8	Large amounts of waste generated from excavation	All excavated material will be loaded directly onto a lorry and not stockpiled within the works area. This will be taken to an appropriate licensed tip.
10	Disruption to traffic through lifting	A banksman will ensure that surrounding traffic is controlled throughout all lifts. Lane closure will only affect one lane of the carriageway.
11	Disruption to wildlife	The works area will be checked prior to any works to ensure no habitats are being disrupted or no spawn from fish is present. As works are only being carried out at low tide, there should be no disruption to fish. Cleaning plant and any materials to prevent the transfer of any INSS from the work area to anywhere else.

Use another sheet if necessary.

Classification of risk after control measures have been undertaken =Low
(Only "low" acceptable. If not "low" then further control measures must be applied.)

Contract Manager	x	Site Engineer	x	Employees	x	Client	x
Site Foreman	x	Sub-Contractor	x	Other occupiers of premises		Site Copy	x

