

Method Statement for Project-Specific Construction Activity

This method statement is applicable to project specific maintenance/rehabilitation works on existing stormwater infrastructure conducted in a specific sensitive environmental areas within the eThekweni Municipality. The methodology described below must be followed when undertaking maintenance work within sensitive environmental areas. These activities must be conducted in accordance with the general management criteria provided in the overarching eThekweni 'MMP for existing stormwater infrastructure within sensitive environmental areas.'

Title

[INSERT]

Purpose

1. Identify and detail the specific task for which a method statement is required
2. Outline the safe manner in which the task/activity is to be undertaken.
3. Provide induction material for all undertaking the task/activity to understand the environmental matters.
4. Meet legal requirements.
5. Provide a programme against work, material, time, staff, and anticipated problems are to be managed.
6. Act as a tool in quality assurance.

Designation of Environmental Sensitive Areas

[INSERT]

*[Provide a brief and concise description of the Environmental Sensitive Areas]
[Refer to the Overarching Maintenance Management Plan for a definition of 'Environmental Sensitive Areas' and applicability]*

Description

[INSERT]

[Provide a brief and concise description of the task at hand which must include items such as temporary structures and access routes]

Personnel, Duties and Responsibilities

[INSERT]

[Give details of the duties and specific responsibilities of supervisors and other personnel. For example, describe such things as daily toolbox talks and guidance provided by the Environmental Officer]

Training Required to Complete Work

[INSERT]

[Make sure that all workers and their Supervisors are trained in the procedures needed to complete the job safely and in an environmentally responsible way, especially when undertaking task for the first time or where new or changed work methods are utilised]

Programme

[INSERT]

[Provide a clear and concise programme indicating all phases and time frames associated with the task including site preparation and rehabilitation]

Construction sequence and method

[INSERT]

[Indicate all steps associated with task at hand. This must be done in a manner which is easily understandable and leaves no uncertainties to staff that are required to implement the task in the field]

Possible Hazards

[Include]

Include all possible hazards such as:

- *Hazardous substances, explosives, dust, etc.*
 - *Hazards to others in area*
 - *Rubbish, electrical, fills]*

Resources/Plant/Equipment

[INSERT]

[List resources, plant, and equipment that you will use on the job, e.g. ladders, scaffold etc]

Environmental

[INSERT]

[Indicate environmental management guidelines as indicated in the following

- *Material consumption*
- *Energy consumption*
- *Water consumption*
- *Buildings, machinery, soil*
- *Residual materials and waste*
- *Atmospheric emissions, noise, and odour pollution*
 - *Soil and erosion management*
 - *Concrete management*
 - *Wastewater*
 - *Accidents and accident prevention*
 - *Coastal Management*
 - *Transport]*

Health and Safety

[INSERT]

[List all safety controls such as:

- *MSDS*
- *Warning Signs*
- *Personal protective equipment*
- *Storage of materials and equipment*
- *Fellow workers/public safety provisions*
 - *Housekeeping]*

Monitoring Systems

[INSERT]

[How will the execution of the task be monitored?]

Emergency/disaster incident and reaction procedures

[INSERT]

[Procedures must be included indicating how incidents/accidents will be dealt with and what steps are in place to prevent such an incident/accident from occurring]

General

[INSERT]

[Explanation of important technical/environmental terms]