

Method Statement

Removal of Lettering from Front Elevation

Rev 00

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Purpose

The purpose of this document is to detail the safe method for the removal of plastic lettering on the external West elevation of the property.

Site

56 High St
Lindfield
West Sussex
RH16 2HL

Description of Work

Removal of plastic lettering above the front window recently added to the property as per planning permission granted LF/006/99.

The lettering is as the below image:



Figure 1 – Letters to be Removed

Preparation

Prior to any activity, the local area is to be made clean and confirm no other work will be taking place there or above for the duration of the work.

The area is to be cordoned off. Whilst this is not on public land it is adjacent to it and so this will aid in the prevention of any persons straying into the area of work.

Inspection

A visual inspection of the lettering is to be completed.

Removal

Using hand tools only.

The pins holding the plastic lettering are to be pulled out, one by one and placed in a suitable 'sharps' container. The letters to be placed in a suitable container or bag to ensure good housekeeping during the works.

If anything is discovered during the works that is untoward or not expected, work to stop and a risk assessment is to take place. If considered safe, or if action has been taken to ensure the site is now safe, the works are to restart.

The oak frame structure of the building is not to be harmed during this removal.

Disposal

The letters and pins to be kept separate and taken to a recycling centre.