

	<b>Whitby stonework restoration Limited</b>	
	<b>METHOD STATEMENT: 1. Removal of exterior paint from stone and brickwork</b> <b>2. Repointing of brick and stonework and chimneys</b> 3. Repainting with limewash	
<b>Address: Cook House Farm, Fylingdales, Whitby, North Yorkshire YO22 4QH</b>	<b>Landline:</b>	<b>Email:</b>

NYMNP 13/07/2020
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<b>Project / Contract</b>	Georgian House
<b>Contractor</b>	Whitby Stone Restoration Ltd
<b>Site Address</b>	Georgian House, King Street, Robin Hood's Bay
<b>Project Start Date</b>	10 April 2020
<b>Expected Duration</b>	4 weeks
<b>Projected Completed Date</b>	8 May 2020

## Staff Information Sheet

Please read the entire sheet before beginning the procedure, if you have any questions please contact your manager or safety representative.

**The main hazards to your safety and health are:**

1. Falling from Height
2. Injury from incorrect Manual handling.
3. Injury from contact with electricity
4. Injury from slips trips and falls.
5. Working with hazardous substances
6. Working near sources of radiation
7. Vehicle Hazards
8. Injury to other staff or members of the public.
9. Inadequate lighting

**Preventative Measures you must take:**

1. You must be 'competent' to carry out the task.
2. You must be competent and have received training to work at height.
3. Barriers and/or warning signs must be placed around the work area, where risk assessment has deemed necessary.
4. Visitors and other members of staff are prohibited from entry unless accompanied by a competent person, all visitors will be issued with personal protective equipment where appropriate.
5. You must be trained and competent to use hand tools, mains voltage and battery power tools.
6. You must not lift beyond your capabilities, get help if necessary.
7. You must follow all directions given by the manager or his agents.

**Personal Protective Equipment you must wear:**

1. Hard Hat (always outside)
2. Safety boots (always)
3. Eye protection (when drilling or chipping etc)
4. Hi Visibility Vests (when working on building site or near the highway)

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5. Hearing Protection (when drilling)
6. Overalls
7. Gloves

**Environmental Protection Measures you must take:**

1. You must dispose of waste and packaging to the designated area provided for waste.
2. Hazardous substances and packaging must be disposed of in compliance with manufacturer and local authority guidance.
3. Consideration must be given to potential for exposure to Asbestos in buildings constructed before 2000.

**Quality Control**

1. Adhere strictly to the following procedure to ensure quality of service
2. If in doubt contact your manager for clarification before proceeding.

**Add in other relevant sections such as the items listed below. Your risk assessment will tell you which control procedures must be in place (Remove any that do not apply to you)**

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## General Precautions

### Staff and Training

The works will be carried out by staff from Whitby Stone Restoration Ltd. All staff are experienced and have been deemed competent to carry out tasks requested of them. A responsible person will be appointed to each job who will supervise all works and be responsible for quality and safety

### PPE

All site workers will wear Hard Hats, Safety boots, hi visibility vests always, other items of PPE such as dust masks, eye, ear protection and gloves are available to be worn as and when necessary.

### Manual Handling

All staff have been instructed on the potential dangers of manual handling and staff will not lift items or equipment beyond their capabilities. Heavy or awkward items will be broken down into smaller units or dual lifted where this is not possible. It is the responsibility of the site foreman to assess every situation that requires manual handling and enforce control procedures where he deems necessary. Where practical, mechanical aids should be available and used.

### First Aid

It is the responsibility of the company to ensure adequate first aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum.

### Access egress

On construction sites, the principal contractor is responsible for providing safe access and egress to the site, Whitby Stone Restoration Ltd staff will ensure safe access and egress is maintained for themselves and other contractors/members of the public in the area they are working in, good standards of housekeeping will be maintained by all staff. Warning notices and barriers will be deployed as required. Debris will be cleared away on a regular basis and the site left clean and tidy at the end of a shift or task.

### Working at height

Falls from height remain the single biggest cause of work-related death in the UK.

Due to the nature of this work falls from height are an obvious and ever-present risk. All employees have been made aware of the dangers and consequences of falling from height, therefore, all working at height will be properly planned, organised and supervised. Only competent members of staff will be allowed to work at height, and it is the responsibility of the site foreman/senior person to ensure conditions are safe before allowing any work at height to take place.

The foreman/senior person will carry out a risk assessment before allowing work at height and put in place equipment and measures to prevent falls occurring.

Where he cannot eliminate the risk of a fall, he will put in place measures and equipment to minimise the distance and consequences of a fall, should one occur.

### Guidelines on Safe Operating Procedures

Operatives are trained and competent in ladder use, ladders will only be used without fall protection where the work is light and of short duration AND where the operative can complete his task by maintaining 3 points of contact on the ladder i.e. both feet and at least one hand.

Ladders must be in good condition and located properly prior to use, i.e. the base of the ladder should rest on a firm, level, non- slippery surface, and should be footed or tied on the stiles to prevent slipping. Proprietary stabilisers and other equipment must be used. Ladder stand offs must be used where access to the roof is required; the ladder must extend a minimum of 1.05 metres above the gutter. Ladders should be set at a base to height ratio of 1:4.

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**Scaffold**

Where required scaffold will be provided and erected by a competent erector or an approved contractor in compliance with TG20:13 or a specific design plan. The site foreman will ensure a handover certificate is received from the contractor prior to allowing access to the scaffold. During the works access to the scaffold will be via ladder which will be tied off at the top, ladders will be removed or boarded off at the end of each shift to prevent unauthorised access.

**Contractor/Visitor Safety**

Staff and contractors will not leave any area of work in a dangerous condition or with risks to themselves, other contractors, tenants, or visitors; all tools and equipment will be cleared to secure storage at the completion of each shift. Scaffold, ladders, and any other access to height will be made inaccessible.

**Tools and Electrical Equipment**

All items of tools and equipment will be visually inspected on a regular basis and prior to use, defective or damaged equipment will be removed from service. Electrical tools will be 110V maximum and will hold current PAT certification, battery powered tools will be used where possible.

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All work to be carried out within normal working hours between 08.00- 18.00 on Monday to Friday.

A. Removal of exterior paint from stone and brickwork.

Carry out surface cleaning of brick and stonework etc using specialised thermal lance steam cleaner, Jet washer and chemicals where necessary on 3 elevations of the above property.

**Describe in detail the step by step tasks or process to be followed to complete the task safely. Delete any that do not apply to your situation**

**Preparation**

1. Load all equipment required for job.
2. Carry out vehicle safety checks.
3. Transport equipment and installers to site.
4. Put on personal protective equipment.
5. Inform all other contractors/tenants in area at start of works.
6. Cordon off work area if practical and necessary to do so.
7. Ensure the area to be worked and exit points are clear of obstruction and that safe access and egress is maintained.

**Access to height**

1. Suitable arrangement for access to height must be in place.
2. Fixed scaffold must be erected by a competent person holding suitable certification.
3. Adjustments and alterations must only be made by a competent person as above. Aluminium Tower scaffold must be erected in compliance with manufacturer instruction
4. Handrails and toe boards etc must be fitted in compliance with current regulations.
5. Ladders will only be used for access or for tasks of less than 30 minutes.
6. Safety Harness and short lanyard will be used where required, e.g. Cherry Picker.

**Test removal**

1. Test patches to determine best methods of paint removal to be made to determine the appropriate method bearing in mind the different paint finished on the property.
2. Methods to be tried described below.

**Use of Thermal lance steam cleaner with paint softener**

1. Ensure all personnel have received the appropriate training in the use of the equipment.
2. Don specified PPE.
3. Personnel to be fully aware of the COSHH Assessment Hazards and Controls.
4. Solution is to be diluted as specified by the manufacturer in a suitable plastic vessel.
5. Add water first.
6. Solution is to be applied to the surface to be treated by brush or spray being careful to prevent contact with skin or eyes.
7. Leave on surface for time span as recommended.
8. Use thermal lance steam cleaner to remove paint and dirt from brick and stone surfaces, following the instructions from the manufacturer of the steam cleaning equipment. Steam cleaner to be used – Thermatech heated steam cleaner and generator.
9. Rinse off with water, if necessary
10. Ensure rinse water is adequate to dilute strength of paint softener.

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If steam cleaner not adequate, or too abrasive, brush and rinse with chemical cleaner or jet washer use may be required – see below.

**Use of Chemical Cleaner (if necessary)**

1. Cleaning solutions may be based on Sulphuric acid, so care is needed to protect from burns and splashes.
2. Don specified PPE.
3. Personnel to be fully aware of the COSHH Assessment Hazards and Controls.
4. Solution is to be diluted as specified by the manufacturer in a suitable plastic vessel.
5. Add water first.
6. Solution is to be applied to the surface to be treated by brush or spray being careful to prevent contact with skin or eyes.
7. Leave on surface for time span as recommended.
8. Use stiff brush to release dirt from surface.
9. Rinse off with water.
10. Ensure rinse water is adequate to dilute acid strength.

If brush and rinse is not adequate, then jet washer use may be required.

**Use of Jet Washer**

1. Set up water supply to jet washer. Ensure hose is routed to prevent trip hazards.
2. Jet washer and generator - all maintained and checked thoroughly on weekly basis.
3. Check all hose connections before commencement of works.
4. Work in sections completing each area before moving on.
5. Where access to height required - via MEWP, need to ensure hoses do not become taught or caught up within platform.
6. At end of work shift equipment to be cleaned and checked for damage.

**Test and Handover**

1. Check desired outcome of cleaning.
2. Snagging works will be carried out to client satisfaction.

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## B Repointing of brick and stonework and chimneys

### Evaluate condition and nature of existing mortars:

1. Once the paint has been removed, carry out a close inspection and survey of the existing masonry – there is a mixture of existing cement pointing and lime pointing.
2. All inappropriate cement mortars to be removed.
3. Lime pointing to be removed if in poor condition and need of repair. Sound original mortars to be left in place. The principle of minimal interventions should be applied.
4. Use evidence of any original mortars as evidence of how the mortar joints were originally finished.
5. Match any replacement mortars to be compatible to original mortars in colour and texture.
6. All replacement pointing to be in hot mix lime mortar.

### Removal of cement and lime mortars in poor condition:

1. Clear out and prepare joints for re-pointing from the 'top-down'.
2. As mentioned above, any cementitious or other non-original and inappropriate mortars should be carefully removed, avoiding damage to adjacent masonry.
3. If a cementitious mortar cannot be removed without damaging the masonry, consideration should be given to leaving it in place.
4. Defective lime mortars (defined as those which are friable and have become detached from the adjacent masonry) should be raked out to a sufficient depth where sound mortar exists.
5. Care should be taken to ensure that sound, original lime mortars are left in place.
6. Hand tools should be used, where possible, to avoid damage to the stone or bricks and to avoid widening of the joints.
7. Large chisels and any tools wider than the joint width itself must not be used.
8. Power tools with oscillating blades may be used, with care, particularly to remove cementitious mortars.

### Repointing in lime mortar

1. All loose and friable material to be removed prior to placing new mortar.
2. Re-pointing to be carried out from the 'bottom-up'.
3. Stiff brush to be used to clear surfaces of unwanted debris, followed by lightly spraying water into the joints to remove remaining dust and debris.
4. Prepare all wall surfaces with a thorough clean down and removal of all loose material and dust before starting work.
5. Prepare the lime mortar to the appropriate consistency (sticky, but not wet). Assess the mix required, based upon the review of any existing lime mortars and by testing sample mixes for drying time.
6. Use an appropriate pointing tool (fitted to the width of the joint - to prevent spreading of mortar or stain on the masonry faces) and firmly press mortar into the depth of the joint.
7. Once mortar has stiffened, beat into joints with a stiff brush, to eliminate shrinkage cracking and ensure the mortar is fully compacted into the joints with a firm bond to the surrounding masonry.
8. Scrape back the surface of the mortar to allow for carbonation and curing.
9. Sample panels of mortar to be provided at as early a stage as possible to define the specification of the final finish.

### Curing of mortar

1. Protect mortar whilst drying and dampen, as necessary, to prevent rapid drying.
2. Cover the face of new mortar with hessian or polythene sheeting.
3. Ensure adequate drying of mortar and surrounding brick and stonework, before considering limewashing of the exterior.

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**C Repainting with limewash:**

**Application of Limewash**

1. Surfaces to be limewashed must be clean, free from grease and they must be porous.
2. All lime mortar to be sufficiently cures before limewashing commences.
3. Colour of limewash to be determined in consultation with NYMPA – site visit to be arranged.
4. Surfaces should be clean and may be treated with fungicide (silicon free), if necessary
5. SPRAY about 3 sq/m of the surface to be limewashed with water until the surface is damp but not running with water. as these will result in the limewash gaining a patchwork appearance.
6. Apply using a flat brush or masonry paintbrush. Stir the limewash well before and during application, apply working the wash well into the surface. The limewash should be applied in several thin coats. Avoid runs or drips running down the face of the work.
7. Each coat should be allowed to dry before the next coat is applied, leaving 24 hours between coats.
8. Rewet the previous coat before applying the next coat.
9. At least 4 coats are needed to cover new work. Each coat will need to be burnished into the surface with a dry brush as it starts to 'gel'. This will give a surface free from brush strokes and leave a unified finish.
10. Limewash dry but powdery: Dried too fast, spray with water and re coat with limewash.
11. Limewash not absorbed: Unsuitable non-porous surface remove and use alternative product.
12. Ensure there is no risk of frost for several weeks after the application of the limewash.

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