

	SHEC MANAGEMENT SYSTEM	Doc no:	SHEC 3.2
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	3. SAFE OPERATING PROCEDURES & METHOD STATEMENTS	Rev date:	15/09/2019
		File name:	999 - MS-003-Material Handling

Contract no: C1049.03

Contract name: UPGRADING OF DIVISIONAL ROAD 1098 (KM5, 47 TO KM8, 79 AND REHABILITATION OF DIVISIONAL ROAD 1098 (KM8, 79 TO KM14, 24)

METHOD STATEMENT 003 – MATERIAL HANDLING

BASELINE CIVIL CONTRACTORS (PTY) LTD SUBMISSION FOR ACCEPTANCE				
	Name	Designation	Date	Signature
Prepared	JOHAN LUBBE	Safety Officer		
Approved	MARK CLOETE	Site Agent		
Submitted				

ENGINEERS APPROVAL				
	Name	Designation	Date	Signature
Engineers Acceptance				
Health and Safety Acceptance				
Environmental Acceptance				

WHAT work is to be undertaken?

Transport, handling, use and storage of construction materials

WHERE are the works to be undertaken?

JOOSTENBERGVLAKE, Waarburgh Road

WHEN are the works to start, what is the anticipated finish date?

Start: November 2023, End: June 2025

HOW are the works to be undertaken?

Resources

Labour

- Labourers
- Supervisor
- Competent Operators

Plant and equipment

- 1 x 1,5m³ Loader
- LDV's and Trailers
- Crane mounted trucks
- TLB's
- 3m³ tipper trucks
- 10m³ tipper trucks
- Excavator
- Grader
- Water truck
- Cutter / Trimmer
- Mobile Broom

Material

- Varies throughout the project.

Method description

1. The works

1.1. Cut to stockpile of materials on site

- 1.1.1. Plant in a good working condition will be used to handle and transport materials
- 1.1.2. We will separate the litter (domestic waste) and building rubble from the stockpile area or the area to be cleared as instruction received from the Supervisor.
- 1.1.3. The material to be stockpiled will be classified into topsoil, spoil, filling and road layer works material as instructed by ~~the RE before stockpile activities start~~, the Supervisor.
- 1.1.4. Stockpile areas shall be approved by the **RE** Supervisor before any stockpiling commences
- 1.1.5. We will plan the construction activities in such a manner that the material will be hauled in the shortest possible way.

1.2. Importation of materials

- 1.2.1. Imported materials shall be free of foreign matter, litter and contaminants.
- 1.2.2. Sources of imported materials shall be listed and approved by the **RE** Supervisor.
- 1.2.3. We will provide samples to the RE for approval.

1.2.4. Delivery areas will be approved by the **RE** Supervisor before any delivery commences.

2. Health and safety

- 2.1. All employees will be inducted prior to site access.
- 2.2. The required PPE for the job description will be provided to all site personnel during their induction.
- 2.3. Risk assessments will be used to train all site personnel on all risks within their working area.
- 2.4. Machine operators will be medically tested and deemed fit.
- 2.5. All machine operators will be licensed and competent.
- 2.6. Employees will be inducted every time prior to the start of new activities on site.
- 2.7. Daily, weekly and monthly monitoring, reviewing and reporting will be done on site.
- 2.8. Emergency control numbers and procedures will be readily available on site at all times.

3. Environmental

- 3.1. All employees will be inducted prior to site access.
- 3.2. All work areas will be pre-approved by the appointed ECO, GNEC, and RE and no plantation or topsoil will be removed without prior consent from them.
- 3.3. Signage will be placed at "NO-GO" areas.
- 3.4. Construction activities will be done at a safe distance from all water sources.
- 3.5. All works will be monitored and controlled.