

Bigen – Cape Town Office
Carl Cronje Drive,
TYGERVALLEY
7530

Reference: HT423-MS001-NK

Date: 02 July 2025

Attention: The Engineer, Mr Henk Aartsm

With reference to – **Tender Number: TDR101/2023/2024:**

The following method statement has been generated to elaborate on the procedures that are to follow.

METHOD STATEMENT

PROPOSED ACTIVITY

- Construction Board Placement.
- Site Establishment

LOCATION OF THE WORKS TO BE UNDERTAKEN

Vaale Vallei Pump Station

Co-ordinates:

-34.094400, 22.122243



START AND END DATE OF THE WORKS:

Start Date:

07/07/2025

End Date:

11/07/2025

No	List Sequence of Activities		Hazard	
			Yes	No
1.	Inspection			
-	Inspect the working area before commencement of work.		X	
-	Inspect hand tools and lifting equipment.		X	
-	Inspect portable electrical equipment.		X	
-	Inspect ladders.			X
-	Inspect PPE provided to all persons working and all documentation before start of work for compliance to own and client spec.			X
-	DSTI to be done before commencement of work for everyday which work is planned on site. To be signed and dated added to H/S file.			X
2.	Close Out			
-	Supervisor to ensure that the working area is clean that all tools and equipment are removed from site at the end of the shift.		X	
-	DSTI close out to be done after completion of task.			X
-	Ensure all required material and equipment is on site prior to commencement of activities.			X

PROCEDURE OF THE WORKS / LIST OF ACTIVITIES

Main Project Construction Board

Image below is the proposed location of the contractor's nameboard facing R102.



Site Establishment

Storage container and site office to be placed on site and closed with a fence as shown below.

- Rental toilets cleaned weekly by rental company.
- Structure between the containers will be erected for a.
- Waste area demarcated and taken to waste facility weekly.
- Waste bins to be placed around site and office.
- Fuel/Chemical storage to be in designated containers with correct signage.
- Parking area in front of offices.
- H&S Signage at site entrance gate.

Below is a preliminary Layout of the site.

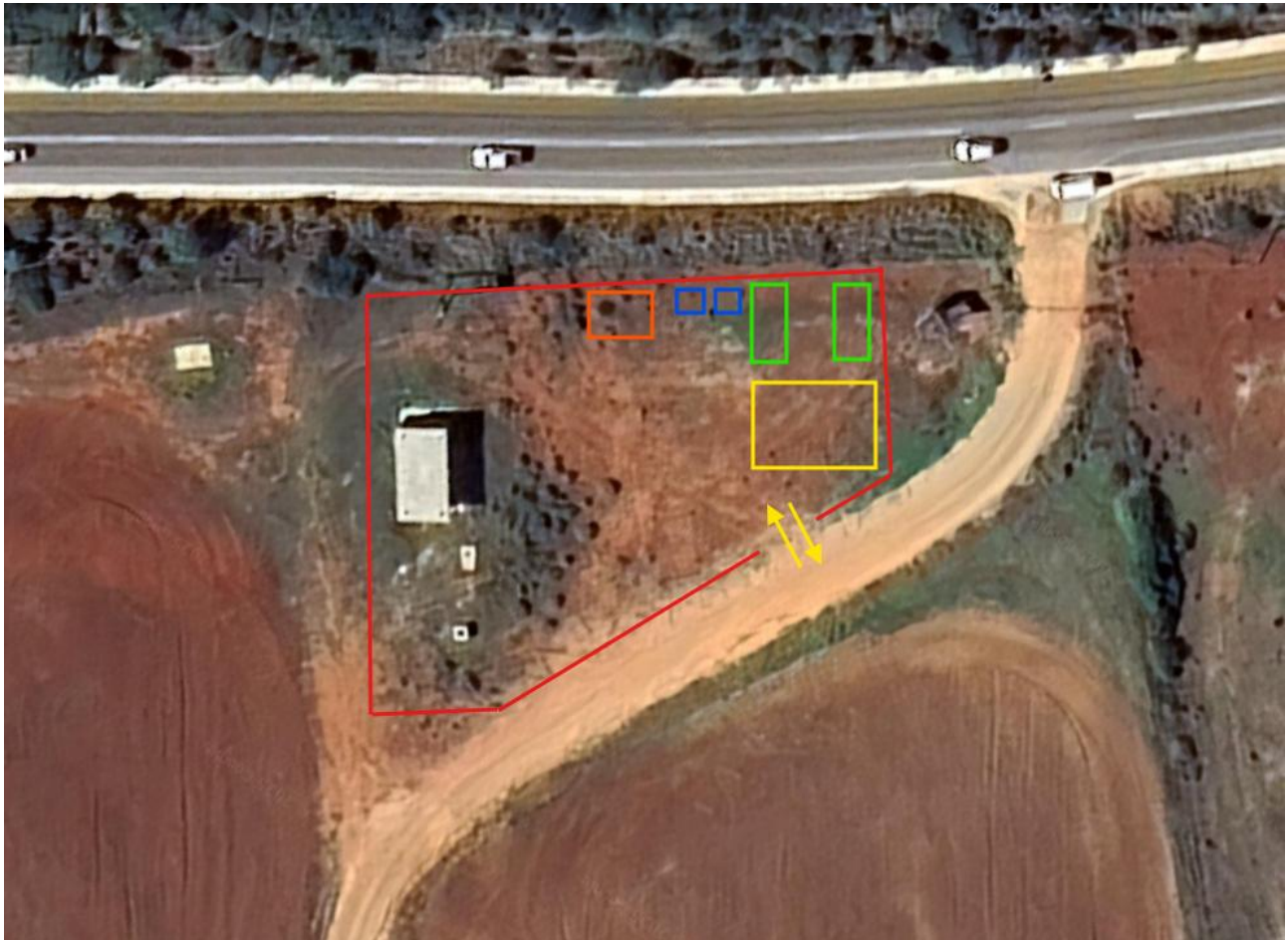
In red would be a temporary erected fence to keep out farm animals and for security/access control.

In Yellow would be a dedicated parking Area.

Green would be two containers, one site office and one for equipment storage.

In Blue would be the ablution facilities.

In orange would be the skip/waste area.



ASSOCIATED RISKS & MITIGATION MEASURES

- Unauthorized personnel being on site.
 - Team leader to secure site before any work can commence.
- Employees can injure themselves using designated tools.
 - Toolbox talks to address the issue of tool handling daily etc.
 - First aider appointed for each team.

DECLARATIONS

1) CONTRACTOR

I understand the contents of this Method Statement and the scope of the works required of me.

I further understand that this Method Statement may be amended on application to other signatories and that the ECO and Site Agent will audit my compliance with the contents of this Method Statement.



(signed)

Neels Klopper

(print name)

Dated: 02/07/2025

2) ENGINEER

The work described in this Method Statement, if carried out according to the methodology described, is satisfactorily mitigated to prevent avoidable environmental harm:

(signed)

(print name)

Dated: _____

3) EMPLOYER

The work described in this Method Statement, if carried out according to the methodology described, is satisfactorily mitigated to prevent avoidable environmental harm:

(signed)

(print name)

Dated: _____