



...passionate about your events

Method Statement

- Upon arrival the driver will take note of any safety information or displays and adhere to the rules of the site at all times,
- The driver will then report to the hirer or reception and inform management of their arrival.
- The driver will ensure that whilst the vehicle is on a designated carriageway or road surface, the rules of that specific highway are abided by at all times.
- When travelling off road, including footpaths or grass verges, the vehicle will be required to travel at a maximum of 10 miles per an hour with the hazard lights flashing at all times.
- The site will be inspected to ensure it is suitable and safe for the equipment being used.
- The erection site will then checked for any large stone or objects. Which will be removed and disposed in a safe manner.
- The area will then be checked again for suitable height and any obstructions, i.e. cables, trees and lights and amended accordingly.
- The equipment will then be place on the site and set up.
- All cables will be ran around the outside of the erection site perimeter and any wires crossing footpaths will either be covered, items placed over them or the area obstructed to reduce the risk of trips and slips.
- It is imperative that any person not working on the set up do not encroach on the set up area, unless specifically requested to do so.
- Once the installation is complete the installation team will check all aspects of the set up to ensure it is safe.
- Once the equipment has been checked the event may begin.
- The equipment must be supervised at all times either by a trained member or staff or the person place in charge by the hirer.
- The person supervising the equipment will ensure the equipment is being used as per guidelines given.
- The person supervising the equipment will monitor the weather and stop all play due to bad weather.
- If generators are being used the person supervising the equipment will monitor the general fuel situation and amend accordingly.
- Upon completion of the event the equipment should be left as set up and our delivery team will arrange removal of the equipment.
- The area will then be checked for debris and any other equipment, which will be dealt with and removed from site.
- The delivery team will depart the site. Any company vehicles will then leave in a similar manor as described above.