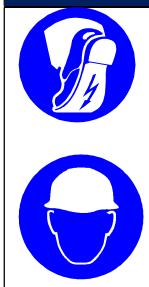
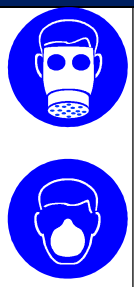
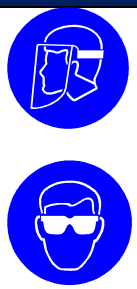
Method Statement – "Task"	
Document:	*IAT Road Expo RAMS*
Issue:	#1
Related to:	Manning of Stand

SECTION 1: Resources		Training Required
List the number and type of workers / Supervisors required to meet the programme requirements	2 to 3 Volunteers at stand per day representing the IAT.	None. Those chosen are experienced and H&S trained already.
List any Sub-Contractors to be used	**Method Statement Approved**	
	NA	
none		
List any Materials to be used	**Approved CoSHH Assessment Attached**	
	NA	
Booklets, Banners & Promotional Merchandise		
List any Plant or Equipment to be used		
Sack barrow to move goods	Pop up banners	
Fold up tables to present/display literature and merchandise.		

RA Ref No:	Significant Hazard(s) Detail the hazards related to specific activities in the methodology which could result in significant injury	Risk Rating without Controls			Risk Rating After Controls			Comments
		H	M	L	H	M	L	
	Slips, trips and falls		M				L	
	Aggression from visitors to stand.		M				L	
	Strains from moving merchandise, books and equipment		M				L	

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SECTION 3: SAFETY EQUIPMENT REQUIRED

								
NA	**NA**	**NA**	**NA**	**NA**	**NA**	**NA**	**NA**	**NA**
Company Issue	*Company Issue*	*Company Issue*	*Company Issue*	*Company Issue*	*Company Issue*	*Company Issue*	*Company Issue*	*Company Issue*

SECTION 4: Methodology – ***Set out the clear method of doing the work and include any specific CONTROL POINTS that require to be managed including Health, Safety, Environment and Quality issues. Include permits required, Inspection and Test Plans, special training, and PPE where over and above standard.***

	Sequence of Work	Control Point
1	Set up tables and merchandise inside stand	
2	Man stand with comfort and meal breaks	
3	Remove tables and merchandise	
4		
5		
6		
7		
8		
9		
10		

Method Statement – "Task"	
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SECTION 5: Environmental Aspects and Impacts

Aspect	Impact	Control
Noise	*NA*	*NA*
Dust	NA	NA
Vibration	NA	NA
Pollution	NA	NA
Materials	NA	NA
Ecology, protected species and habitat	NA	NA – Indoor Event
Waste	Use bins provided at venue. No Hazardous Waste.	Operated by venue host.
Water	Bottled drinking water.	Use only sealed bottles.

Method Statement – “Task”	
Document:	*IAT Road Expo RAMS*
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SECTION 6: Communication	
I confirm that I have been briefed on the RAMS and fully understand its content:	
Print Name	Signature
Briefing given by:	Date: Time: