



Method Statements

Scope of Works

This method statement describes the work process for Professional tree surgery services including;

- a) Trimming down
- b) Complete tree removal (Not applicable)
- c) Stump removal (Not applicable)

Tree Surgery

- 1) Collect all necessary equipment from the workshop and load onto vehicle
- 2) When arriving on site staff will report to the client and collect any instructions
- 3) Put on your personal protective equipment
- 4) Area to be worked will be marked out with warning signs (and safety tape if necessary)
- 5) Unload equipment from vehicle
- 6) The site to be worked will be visually inspected for safety of operation, the location of power lines, telephone cables, vehicles etc will be noted and the area made safe before work commences
- 7) Visually inspect the equipment and remove from service if there are any obvious faults
- 8) Put on your safety harness and chainsaw protection clothing
- 9) Erect access to tree ascend and fix harness to a suitable branch
- 10) Start the equipment and check all safety features are operating correctly; **you must not attempt to defeat any safety function nor use any equipment with damaged or malfunctioning safety features.**
- 11) Trim/dismantle the tree as required
- 12) Lower branches etc to ground using rope
- 13) Ensure the site remains clear of persons/children, if not then stop work until the site is clear again
- 14) At the completion of sawing, stop the engine and ensure the safety cut off is engaged
- 15) Clear all debris and fallen greenery to the designated area or load to vehicle and remove from site
- 16) Ensure that debris under 150mm is processed through chipper
- 17) Debris over 150 mm should be sawn in to manageable sizes and loaded into the trailer for disposal.
- 18) Carry out stump removal using proprietary stump machine. (Not applicable)
- 19) Remove the safety warning signs and ensure the area is left in a safe condition

Refuelling Procedure for petrol driven equipment

Petrol for the machines is carried in a sealed non-spill container which is secured in the vehicle.

- 1) Machines will be refuelled away from the van, visitors, and members of the public.

- 2) Smoking is not permitted during refuelling and operation of the machines.
- 3) Fuel is poured from the proprietary containers through a non-spill spout into the machine tank
- 4) Caution will be exercised to prevent overfilling and spillages, all spillages will be cleared up immediately.
- 5) Return the petrol can to the vehicle and ensure it is safely positioned and the vehicle is locked.