METHOD STATEMENT & RISK ASSESSMENT - Rotary Cleaning

Company	**New Clean Dealership Services ltd**
Company Address	Unit 5 Mead Estate, River Way, Harlow, Essex, CM20 2SE

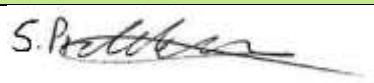
Project	
Project Address	
Project Ref:	

Assessment Date	**Review Date**	**Name of Assessor**	**Reference**
10/09/2025	10/09/2026	Shane Pritchard (Health & Safety Consultant)	**RAMS-G-NCDS-005**

REGISTERING, AUTHORISING & IDENTIFYING AMENDMENTS

Any change in working methods, conditions or additional risks identified whilst work is in progress will need to be brought to the attention of the signatories below who will need to discuss the implications. Where applicable, a request to amend this document must be made to those names listed below. Any revisions will then need to be approved and communicated back to all relevant parties.

Amendments should be clearly identified within the text by a mark in the page border and a brief description below.

	Name and Role	Signature
Author	Shane Pritchard (Health & Safety Consultant)	
Approved by		
Approved by (Client)		

1.0 INTRODUCTION

New Clean Dealership Specialists and its leadership team are committed to ensuring that works are carried out safely. At New Clean Dealership Specialists we not only pride ourselves on good customer service, but we also understand the meaning of working safely for you, your family, or your employees.

This method statement outlines the safe work procedure for rotary cleaning using a pressure washer. The procedure includes safely setting up the pressure washer, ensuring proper drainage and cleaning the designated surfaces while maintaining clear access routes and safe working areas at all times.

1.1 Location:

TBC

1.2 Commencement Date:

TBC

2.0 ROLES & RESPONSIBILTIES

The work activity will be delivered in accordance with the client's requirements, ensuring that all work adheres to statutory requirements, standards, and site rules. The designated Manager is responsible for providing the safe system of work and ensuring that all risk assessment control measures are effectively communicated and implemented by all personnel involved in the work activity.

Responsibilities of the Manager:

- The Manager is responsible for developing and providing the safe system of work, including this method statement and associated risk assessments, to ensure the safety of all operatives.
- They will ensure that all work is planned and conducted in accordance with relevant regulations, safety standards, and site rules.
- The Manager will ensure that all operatives receive thorough briefings on the method statement, risk assessments, and the proper use of equipment.
- While not present on site, the Manager will be available for consultation and to provide guidance on any safety concerns or changes that may arise during the work.
- The Manager will establish clear procedures for reporting any accidents, incidents, near misses, or unsafe conditions to ensure they are addressed promptly.

Responsibilities of All Personnel:

- All personnel are required to follow this method statement and the associated risk assessments, working safely at all times to protect themselves and others.
- Team members must assist new, young, or inexperienced workers in identifying and managing hazards on site, particularly when using equipment.
- All personnel must actively participate in safety briefings, toolbox talks, and any relevant training sessions to ensure a thorough understanding of the safety protocols in place.
- Everyone on site is responsible for promptly reporting accidents, incidents, near misses, and any unsafe acts or conditions according to the protocols established by the Manager.

- The team will perform the work as designed and agreed upon with the client, adhering strictly to the provided safe system of work. Any instructions that pose significant safety concerns or could lead to increased costs must be communicated to the Manager for review before proceeding.

By following these roles and responsibilities, we ensure that safety and compliance are maintained throughout the execution of the task.

3.0 METHOD OF WORK

3.1 Preparation:

- All personnel to receive a pre start briefing covering site specific hazards and emergency procedures.
- Personnel will be briefed on this RAMS document, highlighting their responsibilities for safety, particularly regarding the safe operation of the pressure washer.
- All required PPE must be worn, including gloves, high-visibility clothing, and safety footwear.
- Conduct a pre start inspection of the pressure washer, hoses, and attachments to ensure they are in good working order. Verify that all connections are secure and that the equipment has been inspected in line with PUWER (Provision and Use of Work Equipment Regulations).
- Identify and confirm the drainage points and pathways to ensure that water runoff from the cleaning operation will not pose a risk to the public or other personnel on site.

3.2 Method

- Pre-inspect the area for damaged surfaces, loose materials, or debris.
- Thoroughly sweep and leaf-blow the designated area to remove surface debris.
- Place warning signs or cones to define the work area and maintain safety.
- Pre-spray the surface to loosen embedded dirt and allow it to soak.
- Once soaked, use the pressure nozzle lance to clean edges, corners, and curbs of the area.
- Turn off the pressure washer and replace the lance with the rotary head.
- Using the rotary head, clean the main surface in straight, overlapping lines to ensure an even finish.
- Once the main area and edges are clean, softly rinse the surface to remove all dirt residue.
- Rinse down any objects affected by the cleaning and hand-clean with a cloth and water as required

4.0 OTHER WORK CONTROLS

4.1 Parking on Site

Parking areas to be confirmed on arrival by the Client. Staff vehicles shall be parked to reduce any disruption to a minimum.

4.2 Competence

The Company will ensure that all operatives assigned to these tasks are competent in using the required equipment and emergency response.

Prior to the commencement of the works, the names of all workers will be provided to the client. Any new workers who join the team during the project will be communicated to the client in advance of their engagement.

A First Aid-trained operative will be present on site at all times, as designated by the client

4.3 PPE & Safety Equipment:

				
EN345	EN471 EN 343	EN 388	EN 166 F	EN 352

4.4 Hazardous Substances (COSHH):

								
Very Toxic **No**	Irritant **No**	Corrosive **No**	Dangerous for Environment **No**	Oxidising **No**	Highly Flammable **Yes**	Explosives **No**	Serious Irritant **No**	Pressurised Gas **No**

New Clean Dealership Specialists will provide COSHH Assessments for all hazardous material(s) that may be used.

Waste disposal of containers will be in accordance with the specific details on the MSDS, CoSHH Assessment.

4.6 Monitoring (Checks & Inspections)

Operatives will carry out continuous visual checks of equipment and work areas during the cleaning process.

Supervisory checks will be carried out to confirm compliance with the method statement and risk assessments.

Periodic audits will be undertaken by the Company Director/Manager to verify compliance with legislation and company procedures.

5.0 RESOURCES

5.1 Labour / Manpower

The works will be completed by trained cleaning operatives. Labour numbers to be confirmed based on scope of works.

5.2 Equipment

Equipment to be used:

- Hot Pressure Washer
- Surface Cleaners (12",24")
- Hard Bristle Brush
- Pressure Nozzle Lance

- All equipment and tools will be inspected daily, with a weekly inspection report submitted to Management.
- Hand tools and fuel powered pressure wash equipment will be used for this task.
- All equipment and tools will undergo daily inspections, with a comprehensive inspection conducted weekly. A record of these inspections will be maintained and submitted to Management weekly.
- Use of Equipment/Tools:
    - Ensure the pressure wash complies with relevant safety standards.
    - Appropriate protective clothing must be worn during the operation of the pressure wash, including hearing protection due to noise levels.
    - Only competent personnel are authorised to maintain and repair the pressure wash.
    - Fuel must be stored in approved containers and kept in a designated safe area, away from ignition sources and work zones.
    - Ensure proper ventilation when operating the pressure wash to prevent the buildup of exhaust fumes, especially in enclosed areas.
    - Regular checks must be conducted to ensure there are no fuel leaks, and the machine should be refueled in a safe area, away from the work zone.
- All equipment must be accompanied by a certificate of inspection and testing in accordance with PUWER (Provision and Use of Work Equipment Regulations) regulations as applicable. Users are responsible for ensuring that a weekly inspection is carried out and that a record of that inspection is maintained.

5.3 Materials

No materials are required for the task.

6.0 ASSOCIATED REGULATIONS

- Health and Safety at Work Act 1974 (HSWA)
- Personal Protective Equipment (PPE) Regulations 2002
- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Control of Substances Hazardous to Health (COSHH) Regulations 2002
- Manual Handling Operations Regulations 1992
- Electricity at Work Regulations 1989 (for the operation of electrically powered tools and equipment)
- Environmental Protection Act 1990
- Water Resources Act 1991

Note: The specific regulations applicable will depend on the location of the work and the potential environmental impacts. It's essential to conduct a thorough environmental assessment before commencing any work.

7.0 EMERGENCY ARRANGEMENTS

During the pre task briefing, emergency procedures must be communicated to all operatives to ensure a swift and safe response in case of an emergency.

In the event of an emergency, the following protocol will be followed:

- **Immediate Actions:**
  - All work will be stopped immediately.
  - All equipment, including the pressure washer, will be shut off immediately.
  - All equipment and hoses will be removed from the staircases and access routes to ensure clear and unobstructed pathways.

- **Medical Emergency:**
  - If an operative sustains an injury:
    - Assess the situation to determine the severity of the injury.
    - Administer first aid according to training if necessary.
    - Call emergency services if required.
    - Provide clear and concise information to the emergency services, including the location, nature of the injury, and the number of casualties.

- **Evacuation:**
  - If the situation requires evacuation, all personnel will leave the area and move to the designated muster point as instructed by the client.
  - Ensure all equipment is removed from the staircases and stored safely out of the way to facilitate an orderly evacuation.

- **General Emergency:**
  - For other emergencies (e.g., fire) follow the general emergency procedures outlined by the client.
  - Ensure that all operatives are aware of the location of the nearest exit routes and emergency equipment.

7.1 Accident Reporting

All accidents will be reported to New Clean Dealership Specialists Management, who will, after ensuring the injured person has received the required health care will enter all the details into the Company Accident book and immediately advise the Client.

All accidents will be investigated, and a report made and were appropriate, reported to the HSE in accordance with RIDDOR.

8.0 RISK ASSESSMENT

To assist in the assessment of the severity of the risks of the hazards, the following chart has been used to:

RISK RATING CALCULATION CHART

RISK LEVEL INDICATOR	LEVEL OF INJURY 'SEVERITY'			
	Insignificant	Slightly Harmful	Harmful	Extremely Harmful
	1	2	3	4
Highly Unlikely	Low Risk	Low Risk	Low Risk	Low Risk
1	1	2	3	4
Likely	Low Risk	Low Risk	Medium Risk	High Risk
2	2	4	6	8
Highly Likely	Low Risk	Medium Risk	High Risk	High Risk
3	3	6	9	12

INSTRUCTIONS TO WORKERS	LITTLE / NO RISK = WORK CAN GO AHEAD	LOW RISK = WORK WITH CONTROLS	MEDIUM RISK = WORK WITH CARE WITH CONTROLS	HIGH RISK = NO WORK IS TO BE CARRIED OUT

EXAMPLE

Severity x Likelihood = Risk Rating – Note: = RED SHADED BACKGROUND

i.e. Highly Likely (3) x Harmful (3) = (9) High Risk Rating

RISK ASSESSMENT CHART						
ACTIVITY/ HAZARD	RISK POTENTIAL	RISK RATING WITHOUT CONTROLS		CONTROL MEASURES REQUIED	RISK RATING WITH CONTROLS	
Use of Pressure Washer	High-pressure injuries, fuel hazards (leakage, fire), slips and trips from water, noise	6	MEDIUM	Set up an exclusion zone around the work area to prevent unauthorised access. Position the pressure washer on stable, level ground. Ensure the pressure washer is securely connected to the water supply. Inspect equipment before use to confirm it is in good working condition. Store fuel containers securely, away from ignition sources Ensure all personnel are trained in the safe operation of the pressure washer. Store fuel in appropriate, labeled containers away from work areas. Maintain a stable, dry working area to prevent slips and trips. Ensure PPE is worn, including gloves, safety goggles, and hearing protection. Keep the pressure washer's area clear of unnecessary personnel and obstacles.	3	LOW
Blocking Access/Egress Routes	Obstruction leading to trip hazards or blocked access in emergencies	6	MEDIUM	Continuously monitor and clear debris or water from access routes. Ensure hoses and equipment do not obstruct pathways. Set up barriers or signage to direct pedestrian traffic away from work areas if necessary. In an emergency, prioritise clearing equipment to maintain unobstructed access.	3	LOW
Wet/Slippery Surfaces	Slips, trips, and falls due to wet conditions	6	MEDIUM	Set up barriers and clear signage to alert personnel and pedestrians of wet areas especially at emergency access points. Signs are not to be removed until surfaces are dry. Ensure operatives wear non slip safety footwear. Direct water runoff to designated drainage points. Communicate with team members to coordinate movements and maintain safety. Regularly check for new slip hazards and address them promptly.	3	LOW

Water Runoff and Environmental Impact	Pollution of soil and water, impact on local wildlife, vegetation damage	6	MEDIUM	Identify and confirm drainage points to ensure proper water runoff. Avoid using harmful chemicals in the pressure washer that could contaminate water courses or ground. Clean up any spills or excess water promptly to prevent environmental damage. Inspect the area for wildlife before starting work and take measures to avoid disturbing them.	3	LOW
Use of cleaning chemicals and fuel (Hazardous Substances)	Chemical burns, respiratory irritation, exposure to toxic fumes, spills	6	MEDIUM	Conduct a COSHH assessment for all cleaning chemicals used. Ensure all chemicals are labeled and stored in accordance with COSHH guidelines. Provide appropriate PPE (e.g., gloves, goggles, masks) for handling chemicals. Train personnel on the safe handling, usage, and disposal of chemicals. Use spill containment kits in case of accidental spills. Use less hazardous or eco-friendly cleaning products where possible.	3	LOW
Use of equipment	Electric shock, equipment malfunction, trip hazards due to electrical cables	6	MEDIUM	Conduct daily/weekly inspections of tools and equipment. Use appropriate protective clothing, including gloves and safety goggles. Secure hoses to prevent trip hazards. Verify all equipment has up-to-date inspection and test certificates under PUWER or LOLER regulations. Secure fuel hoses and other components to prevent trip hazards. Ensure that all equipment is operated in well-ventilated areas to prevent the accumulation of harmful fumes. Follow manufacturer's guidelines for maintenance and operation.	3	LOW
Manual Handling	Musculoskeletal injuries, strains, overexertion, incorrect lifting techniques	6	MEDIUM	Provide manual handling training, including proper lifting techniques. Use mechanical aids or team lifting for heavy items. Break down loads into smaller, manageable sizes. Encourage frequent breaks to reduce fatigue. Rotate tasks to prevent repetitive strain. Ensure proper ergonomic positioning when lifting and carrying.	3	LOW

				Assess and plan all manual handling tasks before execution to minimise risks. Use anti-slip gloves to enhance grip and reduce strain.		
Slips and Trips	Falls due to uneven surfaces, wet or slippery conditions, misplaced equipment	6	MEDIUM	Maintain clear and tidy work areas, ensuring no tools or equipment obstruct pathways. Regularly inspect and maintain all walking surfaces to ensure they are even and free of hazards. Clean up spills immediately and use absorbent materials if necessary. Mark any areas with potential trip hazards clearly. Ensure all hoses, cables, and wires are organised and do not cross walkways.	3	LOW
Noise & Vibration	Loss of Operative's hearing, likewise to other people nearby and general nuisance factor; vibration 'white finger' from handling such equipment for prolonged and frequent periods	6	MEDIUM	Variable depending on: - nature of tool used; surfaces/materials worked on. - duration of time of exposure. - numbers of operatives involved with job rotation. To reduce the effects of noise, appropriate use of physical barriers and screens must be considered. All equipment must be maintained in good working order, serviced, lubricated, and used with mufflers and/or silencers where possible. Vibration may be minimised by the ensuring that operatives only use tools for short durations. PPE in the form of appropriate hearing protection and anti-vibration gloves. A register of Vibrating equipment and tools will be held by the Works Supervisor detailing the maximum usage time for each tool at any one time by any one user.	3	LOW