

METHOD STATEMENT – Wall Mounted Unit

SCOPE OF WORKS

Our work will involve supplying and installing the unit, complete with all necessary ducting and ancillaries. The wiring to the unit must be completed by a competent person qualified in accordance with current IET wiring regulations.

LOCATION OF THE UNIT

The wall unit will be positioned to minimise install impact and to maximise its performance and will be installed to allow sufficient space to undertake routine maintenance on the unit as appropriate. The installer shall refer to the installation instructions for detailed guidance on fitting.

METHOD OF INSTALLATION

- This method statement must be read and used in conjunction with the Installation Risk Assessment RA31, you must ensure that you have read and understood this risk assessment before starting any work.
- A point of work risk assessment must be completed prior commencement of all works.
- The resident will be advised that the power will be safely isolated at the relevant circuit. The relevant signs must be displayed on the fuse box to advise that the electrician is at work and the power is “locked off.”
- A visual inspection of the work area is completed, and considerations will be made to determine the appropriate position of the unit and diffuser.
- All work areas will be suitably protected to avoid damage.
- The Installer will check for textured decorative coatings (which may contain asbestos).
- When necessary, the fan intake must be positioned 1m either side, 1m below or 3m above any boiler flue.
- The manufacturer instructions need to be referred to before fitting.
- A visual inspection of the area where the unit is being located, including a scan of the drilling location using the correct tooling, is completed.
- If unsure, a portion of the wall will be carefully chiseled to ascertain if there are any buried services.
- When the Envirovent Wall unit cannot be sited directly to an external wall, “cold side” ducting must be insulated to prevent condensate forming on the surface area of this pipe.
- At client request and to approve the aesthetic appearance insulated ducting box profile can be provided and installed. (refer to job notes)

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- For applications where an internal grille is required this should be installed facing upwards to allow air to diffuse across the ceiling.
- The unit is to be connected to a 3-amp fuse connection unit.
- Test and commission unit and complete all mandatory electrical testing and ventilation certification.
- The work areas will be wiped clean, and all work areas will be vacuumed.

Fire Stopping and Smoke Prevention

Fire stopping and smoke prevention must be installed if required in line with the current Building & Fire regulations. Additionally, if fitting any mini-trunking in protected areas and escape routes fire clips will be fitted inside the mini-trunking.

Mandatory PPE

- Safety Footwear
- Safety Gloves
- Safety Glasses
- P3 Masks
- Hearing Protection

*Hard Hats and Hi Viz are issued and will be worn when required.

Safe Monitoring

Our installation works will have ad hoc safety inspection carried out without notice during installation. These checks will be completed by a company representative. The installer will complete regular toolbox talks where this is an opportunity to discuss any site-specific installation methods and safety issues with their Line Manager.

Instruction and Training

The installation will be carried out a qualified competent person who have received and receive ongoing training, hold the relevant qualifications where appropriate. Apprentices and trainees will be supervised at all times.

Welfare

Whilst working in our customer and resident properties, toilet facilities will only be used with the permission of the customer or resident and all such facilities will be maintained and left in a clean order. It may be necessary on some occasions for our installers identify local amenities.

Material Handling

All required materials for the installation are stocked on the installer's vehicle, all materials will be unloaded causing minimal disruption. All work areas will be kept tidy to minimise trip and slip hazards.

Communication

Where contractor activities cross, the Installer will liaise with other trades to ensure safe operation.

First Aid

All installers are supplied with a first aid kit and have received an L3 Emergency response First Aid at work course.

Manual Handling

All installers have been instructed on the potential dangers of manual handling and have received manual handling training.

Asbestos

All installers have received CATB non licences Asbestos training.

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Access/egress

Access / egress to site will be via pedestrian entrance or main vehicle entrance and in accordance with any site-specific requirements.

Waste

All waste will be removed from site in line with the business waste removal procedures.