

## Industrial Rope Access Division Method Statement

<b>Company Details</b>	<b>Company Name:</b>  Noonan	<b>Company Address:</b>  Hilton House, Unit 3, Swords Business Park, Swords, Dublin.			<b>Tel:</b> 01-8839800
					<b>Email:</b>  <a href="mailto:industrial@noonan.ie">industrial@noonan.ie</a>
<b>Job Location</b>	DIT Kevin Street	<b>Document No.</b>	207 RA	<b>Risk Assessment Attached</b>	Yes
<b>Description of Task/Activity</b>	Carry out the clean of selected areas of external glazing using Industrial Rope Access Techniques. Standard window cleaning techniques to be employed.				
<b>Site/Building Address</b>	DIT, Kevin Street, Dublin			<b>Start Date/Time</b>	TBA
				<b>Finish Date/Time</b>	TBA
<b>Permit Required Details</b>	General Works permit			<b>Permit Number</b>	
<b>General Works Permits Required</b>	<b>Hot Work</b>	<b>Confined Space</b>	<b>Roof Access</b>	<b>General Works</b>	<b>MEWP</b>
<b>Personnel Involved</b>	<b>Name</b>		<b>Trade/Position</b>		
	Graham Akroyd		Supervisor/Rope Access Level 3		
	Aidan Cox		Rope Access Level 3		
	Joe White		Rope Access Level 3		
	Grounds Man		TBA		
<b>Site Supervisor</b>	Graham Akroyd		<b>Contact Number</b>	0876785353	
<b>Site Safety Officer</b>			<b>Contact Number</b>		
<b>Division Manager</b>	Fintan Lalor		<b>Contact Number</b>	0872331070	
<b>Personnel Required Certification ( E.g. Safe Pass, MEWP Operator, IRATA International (Rope Access))</b>	<p>All personnel engaged in the Industrial Rope Access portion of the works will hold a valid IRATA International (Industrial Rope Access Trade Association International) Certificate.</p> <p>All Industrial Rope Access operations will be under the direct supervision of an IRATA International Level 3 Supervisor.</p> <p>A competent grounds man (where required) will monitor the exclusion zone below the work space during all over the side works.</p>				
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**Safety Method Statement****Noonan****Industrial Rope Access Division**

Works: Window Clean of selected areas of the campus.

Location: DIT, Kevin Street, Dublin.

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## Company Details

Company Name:	Noonan
Company Address:	Noonan,  Hilton House,  Unit 3,  Swords Business Park.  Rep. of Ireland.
Contact Number:	01406835
Contact Email:	industrial@noonan.ie

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**Company Contacts****Industrial Manager**

Mr Fintan Lalor

Tel: 0872331070

Email: [fintan.lalor@noonan.ie](mailto:fintan.lalor@noonan.ie)

**Industrial Rope Access/Noonan Supervisor**

Mr Graham Akroyd

Tel: 0876785353

Email: [grahamakroyd@noonan.ie](mailto:grahamakroyd@noonan.ie)

**Industrial Rope Access Supervisor**

Mr Joe White

Tel: 0876374806

**Industrial Rope Access Supervisor**

Mr Aiden Cox

Tel: 0879063169

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**Work Site Details****Site Address**

DIT,  
Kevin Street,  
Dublin.

**Site Contacts**

**Site Agent/Facilities Manager:**

**Site Area Foreman: Graham Akroyd 0876785353**

**Site Safety Manager:**

**Site Emergency Contacts: Graham Akroyd 0876785353. Joe White 0876374806. Aiden Cox 0879063169**

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## Noonan Industrial Rope Access Division

Noonan Industrial Rope Access Division operates under the guideline and regulations set out below. We operate to the highest levels of safety, and produce the end result required by the client.

- IRATA (Industrial Rope Access Trade Association) International Code of Practice 2010
- BS 7985 'Code of Practice for the use of Rope Access Methods for Industrial Purposes'
- HSA Safety, Health and Welfare at Work (General Application) Regulation 2007.

All Noonan Industrial Rope Access Technician hold a minimum of an IRATA International Level 1 qualification. All works are supervised by an IRATA International qualified Level3 Supervisor.

IRATA International Code of Practice Scope

Part 1 Page 5 IRATA (Industrial Rope Access Trade Association) International Code of Practice 2010

### 1.1 Scope

*"This code of practice gives recommendations and guidance on the use of IRATA International rope access methods, including training, to provide a safe system of work. It is intended for use by IRATA International members, IRATA International rope access technicians, national or regional enforcement agencies, safety officers, and those commissioning rope access work, e.g. building contractors, multi-national oil and gas companies, and the renewable energy sector. This code of practice is applicable to the use of IRATA International rope access methods for industrial purposes, i.e. access to buildings, other structures (on or offshore) or natural features, such as cliff faces, where ropes are used as the primary means of access, egress or support and as the primary means of protection against a fall."*

HSA Safety, Health and Welfare at work (General Applications) Regulation 2007

In conjunction with the standard work practices outlined in this document, Noonan Industrial Rope Access Division operates within part 4 Work at Height of this document.

Cleaning work in the allocated areas will be carried out to the client's specification. This will be confirmed with the client prior to commencement of works.

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**Over View of Program of Works**

This document covers the use of Industrial Rope Access Techniques carry out window cleaning in selected areas around the campus.

All Technicians operating within the Industrial Rope Access Division are IRATA International qualified to a minimum of IRATA Level 1. All works will be undertaken under the direct supervision of an IRATA Level 3 Technician.

Industrial Rope Access Techniques will be employed during this process. This will be the technician's primary means of access during the program of works.

The Technicians will be required to carry out the clean of all external glazing areas.

The works will be carried out under the aforementioned work at height documents.

The weather conditions will be monitored on an ongoing basis throughout the works; this will include the measuring of the wind speeds.

The works will be carried out to the standard required by the client.

All accident/incidents will be reported immediately to Facility Management and Noonan Management.

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**Requirements for Program of Works**

The program of works will require the Noonan Technicians will have access through the building to the roof. Heavy equipment will be raised to the work site using onsite lift mechanisms to minimise the manual handling required (Where practical).

Once located in the work site the equipment will be monitored closely by the Noonan Technicians. It will be stored in a safe and correct manner as required both by the Building Management and Noonan.

Co-ordination between Noonan Rope Access Technicians, Building Management and any third party will be essential during the progression of the works. The areas below where the Noonan Rope Access Technicians are working will be required to be free of pedestrians. Other conflicting activities will also need to be monitored.

All access equipment will be set up using suitable anchor points. This will be discussed with the Building Management prior to use.

Monitoring of weather conditions will run throughout the program of works.

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**Conflicting Operations during Program of Works**

The area below the Noonan Industrial Rope Access Technicians work space will be small and relatively easy to control in most areas. This will be achieved using monitored barriers.

The locations at which the Rope Access Systems are set up must also be monitored closely. Where possible these should be contained within an exclusion zone. This will be required where the systems are anchored to the large trees.

Any additional requirements from the Building Management will be adhered to.

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## Method of Works

The works are to be completed using Rope Access Techniques and will be undertaken in the following sequence.

1. Site Specific induction completed by all technicians involved in the planned scope of works.
2. All works to be carried out under IRATA International Guidelines 2010, Safety, Health and Welfare at Work (General Applications) Regulations 2007 and Noonan Services Group Safe Working Procedure.
3. Confirm all relevant permits and preliminary site paperwork is in place. A hard copy of this document will be present and will be signed on to by all technicians prior to works starting.
4. Visual inspection of work site in form of a 'walk round' by all team members. Locating of emergency exits and relevant emergency equipment.
5. Confirm scope of works with clients on site representative.
6. Hold and record a site specific tool box talk. This will include both Noonan and client specific procedures.
7. Identify the work space. Erect barriers where required to indicate work and prohibition.
8. Confirm (in accordance with any permit requirement) the commencement of work.
9. Confirm appropriate access and egress arrangements are in place.
10. Access to the work area will be via the main access stair/lift routes found throughout the building.
11. Weather conditions will be assessed by the Industrial Rope Access Supervisor. This will include the measuring of wind speeds using the Noonan anemometer. This will give the supervisor both a maximum reading and an average wind speed. This will be ongoing throughout the program of works.
12. Rig Rope Access equipment to designated suitable rigging points. The ropes will run from the ground over the top of the building. The ropes will be heavily protected at each abrasion point. All systems will be inspected by the onsite IRATA Level 3 Supervisor prior to use.
13. 'Buddy Check' by all personnel on personal and group equipment.

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14. All work at height to be carried out to IRATA guidelines. Two points of contact to be maintained at all times. All movement between the fall arrest line and the roof edge will be carried out while attached to the fall arrest system.
15. Access the work site and commence work.
16. Movement though the work site will employ standard rope access techniques.
17. The Technicians will descend the ropes using one line as their 'working' line and the second as their safety line. They will attach to their working line using a certified descender, and will employ a certified back up device on their second rope.
18. Where required, the technicians will employ drops to carry out the clean
19. Confirm acceptance of works prior to demobilizing/de-rigging access equipment.
20. De-rig access equipment from site.
21. Remove all debris and waste material from work site and dispose in accordance with site regulations.
22. Remove all barriers.
23. Sign off permits.

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**Personnel**

In order to complete the scope of work Noonan will mobilise a three man Rope Access Team.

The team will comprise:

Site Safety Supervisor / Rope Access Level III                      3

Technicians Level I & II

All personnel will be qualified IRATA Rope Access Technicians and will Hold valid certificates and logbooks.

**On Site Personnel****Industrial Rope Access Supervisor/Noonan Supervisor**

Graham Akroyd

IRATA Level 3 Supervisor

**Industrial Rope Access Supervisor**

Joe White

IRATA Level 3 Supervisor.

**Industrial Rope Access Supervisor**

Aiden Cox

IRATA Level 3 Supervisor.

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## Permits to work

All relevant permits to work will be raised through the proper channels prior to the start of work.

## Equipment (Other than Industrial Rope Access Equipment)

The Technicians will employ standard window cleaning equipment (bucket and belt)

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**Access and Egress for the Work Locations.**

Access will be through the main lift and then via stair core to roof access point. (Any change to this as required by the Building Management will be adhered to).

**Communications**

Communication during the works will be verbal. The designated supervisor (Joe White 0876374806) will be available via mobile phone, as will the Rope Access Supervisor (Graham Akroyd 0876785353).

The designated supervisor will update the area foreman on a daily basis with regard to the progression of the works.

**Chemicals (MSDS)**

See attached (Fairy Liquid)

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## Weather Conditions

The external cleaning section of the program of works will be directly affected by the prevailing weather conditions.

The strength of the wind is the primary concern when operating at height. Due to the location and nature of the building the working conditions will be monitored on a regular basis by the designated supervisor. Monitoring of the wind speeds will be carried out using a Silva ADC Anemometer. This will give both the maximum wind speed along with the average wind speed. This will be carried out both at the start of works and during the day. If at any point during the working day a noticeable shift in wind speed is noted, a check will be made at that time.

The wind speed guidelines that Noonan Industrial Rope Access Division follow are those set down in the recognized IRATA International guidelines which we are required to operate under in regards to rope access activities (this is in conjunction with the HSA Safety, Health and Welfare at Work (General Application) Regulation 2007) as a stipulation of our insurance.

This states that, at a wind speed of 14m/s (Force 7 Beaufort Scale, 31 mph, 50 kph), that a Technician must not be exposed for more than 2 hours. With this in mind, the task of cleaning windows takes anything up to 1 hour so we work to this template. The Noonan Industrial Rope Access Supervisor will monitor the conditions and if the wind speed increases above this, work will stop. Due to the nature of the work wind speeds below this will prevent the cleaning of the windows due to casting of water onto cleaned areas.

The sole responsibility for the Industrial Rope Access work party is that of the onsite Noonan IRATA Industrial Rope Access Supervisor. As this is the case the decision to continue or cease work will be made by this person.

The wind conditions are not just for safety but also the practicality of cleaning windows (Water blowing onto glazing already cleaned). There have been occasions that one side of the building is sheltered and works can continue. The supervisor, in consultation with the work party, will make the decision to stand down the work party.

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## Rescue Plan

All IRATA Technicians are trained, to certain levels, in rescues techniques.

In a rescue situation the onsite IRATA Level 3 is in ultimate control of the situation until such time as he/she deems it suitable for outside agencies to become involved in the operation.

## Site Specific

1. On report of a Technician in need of evacuation, the IRATA Level 3 currently in charge of the work site assumes control of the rescue process.
2. The Supervisor will assess who is in the best position within the roof space or on the ground to perform the rescue.
3. Once this is in motion the Supervisor will make the Building Manager and Safety Officer aware of the ongoing situation.
4. The Technician selected will move towards the casualty using the quickest but safest method available.
5. The rescuer will either employ the technician's working lines to perform a snatch rescue or, where required, they will employ a lowering rig. The lowering rig (rescue kit) will be maintained at a central location within the works.
6. The rescuer will attach the casualty to the rescue rig via their sternal attachment point.
7. The rescuer will release the casualty for their suspension equipment and onto their descending equipment/lowering rig.
8. The rescuer will position the casualty in a comfortable position for the lower.
9. They will then descend/lower the casualty in a controlled manner.
10. The relevant services will then take over.

## First Aid

All IRATA Level 3 Supervisors hold current first aid certificates.

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## Equipment

Each Technician will be equipped with the necessary personal access equipment.

Gear:

1. Fall Arrest and Work Positioning Harness. Petzl Navaho Bod Croll Fast. EN 361, EN 358, EN 813, EN 12814 type B
2. Petzl Work at Height Helmet. EN12492, UIAA
3. LICT Industrial Cows Tail Rope. EN892
4. Croll Ascender. EN12841 type B, EN 567, UIAA
5. Ascension (Jammer) EN 12841 type B, EN 567, UIAA
6. D Screw gate Crab EN 362
7. Descender. Petzl ID EN341 Class A, EN12841 type C
8. Descender. Petzl Rig EN12841 Type C EN314 Class A
9. Backup Device. Petzl ASAP EN 353-2, EN12841 type A
10. Ropes. Low Stretch conforming to EN1891 type A
11. Sewn Sings Conform to EN 566, EN 795

## P.P.E

Rope Access Helmet

Safety Boots (Not Riggers)

Hi-visibility Vest/Clothing

Gloves

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**DIT Kevin St, Dublin.**

**Clean of External Glazing using Industrial Rope Access.**

Acceptance of Methodology

I, signed below, have read and understood the requirements of the method of works.

Print Name	Signature	Date

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<b>Company Name:</b> Noonan <b>Company Address:</b> Hilton house, Unit 3, Swords Business Park, Swords.		<b>Risk Assessment undertaken by:</b> G. Akroyd <b>Area/Department/Activity:</b> DIT, Kevin Street. Industrial Rope Access Division. External Glazing Clean.	
<b>Print Name:</b> G. Akroyd <b>Signed:</b>		<b>Date:</b> 13/06/11 <b>Risk Assessment Review Date:</b>	
<b>Page 1 of 3</b>			
<b>List Hazards and Risks here</b>	<b>The groups of people who are especially at risk from the significant hazards which have been identified are:</b>	<b>Required control measures/ Note on where they may be found</b>	<b>Responsible Persons</b>
<b>Hazard:</b> Emergency/Evacuation of building.  <b>Risk:</b> Time delay in evacuation. All personnel accounted for.	<ul style="list-style-type: none"> <li>All Noonan site personnel</li> </ul>	Site Induction/familiarization.  Sign in with security  Noonan Sign in Sheet  Noonan Tool Box Talk	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>
<b>Hazard:</b> Unauthorized works.  <b>Risk:</b> Building management not being aware of works and location. Conflicting activities. Works being carried out below works space risk of rope equipment coming into contact with third party.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Third parties (other contractors/building staff)</li> </ul>	Inform building management/security of arrival on site.  Day work brief for building management.  Monitor work area closely	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>
<b>Hazard:</b> Parking & unloading of equipment.  <b>Risk:</b> Car parking, pedestrians & moving vehicles.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	Access as directed by Building Management/Security.  Gain parking within the building car park.  All materials to be moved in a controlled manner to a position of safety directly. No materials to be left unattended.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>
<b>Hazard:</b> Moving of Rope Access Equipment.  <b>Risk:</b> Injury to Technicians (back and intramuscular).	<ul style="list-style-type: none"> <li>Rope Access Technicians</li> </ul>	Noonan Manual Handling Training  Where practical use of the buildings lift system to allow access to the upper floor for access to stairwell to roof.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>
<b>Hazard:</b> Access to roof area/worksites.  <b>Risk:</b> Work at Height.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	Only IRATA International (Industrial Rope Access Trade Association) qualified Technicians to have access to the roof area during works.  Where practical the access should be monitored and kept locked to prevent illegal access.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>

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<p><b>Hazard:</b> Anchor systems.</p> <p><b>Risk:</b> Risk of falling due to fault or inappropriate use.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	<p>All Rope Access set ups to be assessed by the onsite IRATA Level Three Supervisor. All systems will run from suitable anchors (this will be determined by the Qualified IRATA Level Three Supervisor who has ultimate responsibility). Building Management must provide up to date copies for all access systems found within the roof space.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>
<p><b>Hazard:</b> Faulty Equipment.</p> <p><b>Risk:</b> Equipment failure leading to accident/injury.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	<p>All equipment, including PPE must be inspected prior to mobilization to site and deemed fit for purpose.</p> <p>All Rope Access Equipment is within the Noonan Industrial Rope Access equipment inspection system. This maintains a 6 monthly inspection by a qualified competent person, or more frequently dependent on the working environment.</p> <p>GR 3 will be filled out prior to works.</p> <p>If at any time a piece of equipment becomes damaged during the works it must first be removed from use, then reported to the Noonan site supervisor and replaced.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>
<p><b>Hazard:</b> Positioning of work equipment.</p> <p><b>Risk:</b> Trip hazard for technicians and third parties.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Third parties (other contractors/building staff)</li> </ul>	<p>All equipment to be located within the area in which work is being carried out and in proximity to the technicians.</p> <p>No equipment will be left in walkways, hallways or doorways.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>
<p><b>Hazard:</b> Access to worksite.</p> <p><b>Risk:</b> Work at Height.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	<p>Only IRATA International (Industrial Rope Access Trade Association) qualified Technicians to have access to the area during works.</p>	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> <li>Site Security</li> </ul>

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<b>Hazard:</b> Interference with Rope Access Systems.  <b>Risk:</b> Injury to Technicians/Third party. Equipment being released to fall to the ground.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	No access to roof with exception of Noonan Industrial Rope Access Technicians.  If the need to access is unavoidable, barriers will be set up around the access systems.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> <li>Site Security</li> </ul>
<b>Hazard:</b> High Winds.  <b>Risk:</b> Forcing Technicians out of position in an uncontrolled manner. Equipment being forced out of work zone and interfering with a third party.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	Monitor weather reports.  Wind speeds to be monitored with a wind anemometer (Silva ADC) throughout the working day.  IRATA working guidelines: 2 hours working in exposed wind speed of 14 m/s (Beaufort scale 7, 31 mph, 50kph). Speeds in excess of this will cause a stand down.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>
<b>Hazard:</b> Unauthorized access to work area (ground level).  <b>Risk:</b> Injury to third party coming into contact with equipment or Technicians descending.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	Highly visible barriers to denote the work/drop zone into which the Technicians will be working. This will extend out from the building to provide a wide area for the Technicians to work in.  The barrier will be monitored at all times.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>
<b>Hazard:</b> Use of neutral Detergent  <b>Risk:</b> Splash to eye/face	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	First aid equipment on site.  MMDS sheet provided to the technicians	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>
<b>Hazard:</b> Loose Equipment/Waste Material. <b>Risk:</b> Slips/Trips/Falls. Loose objects being dislodged.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> </ul>	A high standard of housekeeping will be maintained at all times. No unnecessary equipment will enter the worksite. All waste will be removed at the end of each working day.	<ul style="list-style-type: none"> <li>Industrial Rope Access Supervisor</li> <li>Rope Access Technicians</li> <li>Building Management</li> </ul>

Acceptance of Risk Assessment			
Name	Signature	Position	Date

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Filename: Method Statement 207. DIT Kevin St RA. 13.06.11.docx  
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Title:  
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Author: owner  
Keywords:  
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