



RISK ASSESSMENT AND METHOD STATEMENT

Damp proofing, Unit 3, Canal Side Business Park, Stockport

Hollins & Reed Contracting Ltd · 12 to 14 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Contracting Ltd
Site and work area	Unit 3, Canal Side Business Park, Stockport
Planned dates	12 to 14 October 2026
Customer	Canal Side Estates Ltd
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins leads and checks the area each morning; Priya Shah works with him.
Work	Damp proofing
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Cold applied damp proofing. Areas: As marked on the client's site plan

Working arrangement

- Access: the floor or ground.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the front car park. First aider: site manager on reception, 0161 496 0000. Ambulances come in by the main gate.

Planned method

1 Set up the work area

Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 Read the tin before you open it

Read the label and the safety sheet for the membrane you are using. Check it is the right product for this surface and for whatever goes on top of it.

3 Carry the materials safely

Plan the route, clear it, and carry long items upright with two people. Store materials close to the work so nobody carries further than they need to.

4 Prepare a clean, sound surface

Make the surface smooth, clean, dry, sound and free from contamination. Use only the preparation named for this membrane and substrate.

5 Apply the membrane evenly

Transfer the product into a suitable container. Brush it over the substrate in all directions for uniform coverage.

6 Keep the membrane off skin and eyes

Keep the product off skin and eyes while applying it and cleaning tools. Wash promptly if product gets onto exposed skin.

7 Protect the membrane until it is ready

Check coverage, continuity and damage before the area is handed back. Follow the named product cure and recoat instructions before covering it.

8 Clear and hand back the area

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the person in charge when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place	Further action
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.	None recorded.
Skin burns, fumes or a coating that will not stick because the product is wrong for the job Step 2	The installer and people nearby	Use the gloves, mask and ventilation the safety sheet asks for. Stop if there is no label or no safety sheet.	None recorded.

Hazard	Who might be harmed and how	Controls in place	Further action
Back and shoulder injury from carrying heavy or long items Step 3	Everyone handling materials	Use a trolley or sack truck on the flat. Never carry up a ladder; hand items up or hoist them.	None recorded.
The membrane fails to bond to a contaminated or unsound surface Step 4	The installer and people nearby	Follow the product preparation instructions. Stop if the substrate is not suitable.	None recorded.
Uneven coverage leaves the waterproofing incomplete Step 5	The installer and people nearby	Use the container and tool named by the product instructions. Keep the coat continuous at edges and around details.	None recorded.
Dermatitis, burns or eye injury from membrane contact Step 6	The installer	Use gloves and eye protection selected for the product. Provide washing facilities and do not use solvent on skin.	None recorded.
Puncture, failed bond or trapped moisture from early covering Step 7	The installer and following trades	Keep traffic and incompatible work off the treated area. Record the treated limits and the agreed handback condition.	None recorded.
Debris, tools or unfinished work left in the area Step 8	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.	None recorded.

Sources

HSE: Steps needed to manage risk

<https://www.hse.gov.uk/simple-health-safety/risk/steps-needed-to-manage-risk.htm>

HSE: Process fire risks

<https://www.hse.gov.uk/construction/safetytopics/processfire.htm>

Chemical safety data sheets

<https://www.hse.gov.uk/coshh/basics/assessment.htm>

HSE: Manual handling in construction

<https://www.hse.gov.uk/construction/healthrisks/physical-ill-health-risks/manual-handling.htm>

RIW LAC data sheet

<https://gcpat.uk/en-gb/solutions/products/riw-lac-data-sheet>

Construction hazardous substances: Solvents

<https://www.hse.gov.uk/construction/healthrisks/hazardous-substances/solvents.htm>