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RISK ASSESSMENT AND METHOD STATEMENT

Pest work, 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	Thornley Vale 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	Pest work
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Targeted pest treatment. 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 site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: Unit 3, Canal Side Business Park, Stockport. Dan Hollins calls 999 and meets the ambulance. Keep eye wash, a spill kit and the safety data sheet at the work area. Splash or spill: follow the sheet. Keep it out of drains. Give the sheet to the paramedics.

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 **Confirm the pest and target area**
Use the survey findings to confirm the pest and the area to be treated. Do not treat a wider area than the evidence and agreed method cover.

3 **Choose the lowest-risk route**
Consider whether proofing, hygiene, trapping or another non-chemical method can control the problem. Use a chemical only when the agreed method needs it.

4 **Set up the treatment area**
Remove or protect food and keep people, pets and wildlife away from the work. Mark the treatment area and keep the agreed boundary in place.

5 **Keep treatment materials secure**
Keep chemicals, bait and equipment under control while they are on site. Remove waste and unused material through the route the product instructions require.

6 **Use only the agreed method**
Carry out the agreed non-chemical control or use only the labelled product. Do not add an unapproved chemical, mix products or change the method on site.

7 **Check the area before handback**
Check that the treatment is complete, the warning is understood and the area is safe to use again. Leave the agreed warning and handback condition with the customer.

8 **Write the treatment report**
Record the pest, method, product details, warnings, follow-up and recommendations. Leave the customer a copy of what was done and what they must do next.

9 **Clear and hand back the area**
Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
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.

Hazard	Who might be harmed and how	Controls in place
The wrong pest or area is treated Step 2	The operator, occupants and the environment	Match the treatment to the recorded survey. Stop when the pest or target area is not clear.
A chemical is used when a lower-risk method could control the pest Step 3	The operator, occupants, pets and wildlife	Record why this job's route is suitable. Do not use a product just because it is available.
Someone or something enters the treatment area or is exposed during the work Step 4	Occupants, visitors, pets, wildlife and workers	Check the area before treatment starts. Stop if the boundary cannot be controlled.
A person, pet or animal reaches treatment material or waste Step 5	Occupants, visitors, pets, wildlife and workers	Keep materials in their original container and secured from unauthorised access. Follow the label and local disposal arrangements.
An unapproved method or product creates avoidable exposure or fails to control the pest Step 6	The operator, occupants and the environment	Follow the agreed method and current product instructions. Stop when the method or product is not suitable.
Someone enters the treatment area before it is safe Step 7	Occupants, visitors, pets and workers	Keep the area controlled until the label or method allows handback. Record the warning and handback condition.
The treatment cannot be checked and later users miss its warnings Step 8	The customer, operator and future workers	Record what was actually done. Include any proofing, hygiene or follow-up recommendation.
Debris, tools or unfinished work left in the area Step 9	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.