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RISK ASSESSMENT AND METHOD STATEMENT

Rodent proofing, Unit 7, Mill Lane Trading Estate, Stockport: food prep unit

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

Job details

Company	Hollins & Reed Pest Proofing Ltd
Site and work area	Unit 7, Mill Lane Trading Estate, Stockport: food prep unit
Planned dates	12 to 14 October 2026
Customer	Mill Lane Foods 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	Rodent proofing
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Building rodent exclusion. Areas: Rear loading door; Side fire door; Boundary wall at bin store

Working arrangement

- Access: the floor or ground.
- Other people will be using the area.
- The unit trades as usual; we work outside opening hours and around the staff.

Emergency arrangements

Continuous siren; assemble at the front car park. First aider: unit manager, 0161 496 0000. Ambulances come in by the estate gate. Dan Hollins calls 999 and meets the ambulance.

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 **Keep people clear of the work**
Agree how people get past or around the work while it is going on. Put barriers or signs where a route crosses the work. Do not leave open work unattended.

3 **Inspect the building interfaces**
Check accessible walls, wall voids, roofs, service areas and nearby external or storage areas for routes. Record any part you could not inspect.

4 **Choose the proofing method**
Use a physical barrier or another agreed non-chemical control method. Keep rodenticide decisions in the pest-control method.

5 **Check for asbestos before you disturb anything**
Check the asbestos survey covers exactly what you will disturb, to the full depth. Register only, or nothing: get a refurbishment survey or a sample first. Read what it says about old walls, roof voids, doors, drains and sealants where proofing is fixed. No survey, or a material you do not recognise: stop and get it checked.

6 **Find and isolate hidden services**
Find cables and pipes before you disturb anything: drawings, then a detector. Mark what you find. Not sure what is there? Turn the supply off, or do not start. Have cables and gas isolated by the right person and prove them dead before you start.

7 **Check the weather before you start**
Stop handling mesh, barriers and loose materials when the wind is strong enough to catch them. Stop in heavy rain, ice or lightning.

8 **Control activity before closing**
Confirm the current pest-control position before sealing the building entry point. Keep treatment work separate from physical proofing.

9 **Fit the specified building barrier**
Use this job's mesh, metal, mortar, lime or seal at the agreed entry point. Keep required ventilation, doors and services functional.

10 **Avoid creating new routes**
Check the finished work and nearby building changes for gaps or harbourage created by the proofing job. Keep the area tidy and report any new route.

11 **Check the finished closure**
Inspect the full interface for small gaps beside the new barrier. Check that doors, vents and services still work as required.

12 Leave the building safe between shifts

Do not leave an open hole, loose mesh or sharp fixings at the end of the shift. Guard or cover unfinished work and leave the agreed area secure.

13 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.
People using the building or passing by walking into the work or over what it leaves Step 2	Occupants, visitors, members of the public and workers	Keep the barriers and signs up while the work is active. Give people a clear way round where their normal route is blocked.
A second entry route remains open and the proofing does not work Step 3	Workers, occupants and the building	Do not call the building proofed if access was incomplete. Keep an unexamined route open for a separate decision.
The control used does not stop rodents entering Step 4	The operator, occupants and wildlife	Choose the method that fits the site and rodent risk. Do not add chemical treatment to this method.
Breathing asbestos fibres from old boards, sheets, sealants or insulation Step 5	The team and anyone in the building	Do not cut, drill or break any material until it is confirmed asbestos free. Licensed work is not for this method; hand it to a licensed contractor.
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 6	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.

Hazard	Who might be harmed and how	Controls in place
Wind catches the mesh, barriers and loose materials and blows them onto people nearby Step 7	The team and people nearby	Check the forecast before you start and agree when the wind stops the work. Tie down or take in loose materials before you leave.
Rodents are trapped inside or move to another part of the building Step 8	Workers, occupants and rodents	Record the control decision before closure. Do not start closure while activity is present or unclear.
The material fails, leaves a route open or blocks a service Step 9	Workers, occupants and the building	Follow the agreed material detail. Stop if the route or service interface does not match the method.
The repair creates a new route or shelter for rodents Step 10	Workers, occupants and the building	Do not hide a new gap in the finish. Record work that needs a separate repair.
A small gap remains or the proofing blocks a service after handback Step 11	Workers, occupants and the building	Repair defects before leaving. Record any part needing a separate follow-up.
People, animals or the building are harmed by unfinished proofing Step 12	Workers, occupants, visitors and the public	Remove loose offcuts and fixings. Keep unfinished work marked and protected.
Debris, tools or unfinished work left in the area Step 13	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.