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RISK ASSESSMENT AND METHOD STATEMENT

Welding, Unit 3, Canal Side Business Park, Stockport: warehouse

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

Job details

Company	Hollins & Reed Fabrication Ltd
Site and work area	Unit 3, Canal Side Business Park, Stockport: warehouse
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	Welding
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Arc weld. Areas: Warehouse aisles 3 to 6, steel frame

Working arrangement

- Access: a podium.
- Working height: beam underside about 3.2 m.
- Ground or floor: level, sealed concrete slab.
- 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.

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 **Check the welding equipment**
Inspect the machine, leads, holder, torch and connectors before plugging in. Withdraw damaged equipment from use.

3 **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 lagging, boards and panels around the steel and pipework. No survey, or a material you do not recognise: stop and get it checked.

4 **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.

5 **Stop things falling on people below**
Keep people out of the area below the work so nobody walks under the tools, hot metal and slag. Keep toe boards and guards in place on any platform, and lanyard tools where you can.

6 **Set up access equipment**
Use access equipment suited to the task and work area. Check the equipment before use. Keep the area below the work controlled.

7 **Carry the steel, tools and metal parts safely**
Plan the route, clear it, and get help with anything long or heavy. Store materials close to the work so nobody carries further than they need to.

8 **Prove it dead before you cut into it**
Metalwork often carries cables, conduit or trunking. Get the circuit switched off, locked off and proved dead first. Do not cut, grind or weld on anything still live.

9 **Clear combustibles before hot work**
Walk the area with the site contact. Check around the work, below it and on the other side of any partition. Move combustible material away, or cover it with flame-resistant covers. Protect openings with non-combustible board. Agree which detector zone is isolated, who isolates it and who puts it back on. Place at least two suitable extinguishers at the work and post a fire watcher who is not doing the hot work.

10 **Clamp the return to clean work metal**
Clamp the current return close to the weld on clean metal. Do not use a handrail, pipe or building frame unless it is the workpiece.

11 **Screen the arc from other people**
Set a welding screen around the work before striking the arc. Wear the correct welding filter and covering clothing.

12 **Capture welding fume at source**
Position LEV at the arc and keep your head out of the plume. Where LEV cannot provide enough control, as is often the case outdoors, wear RPE with an APF of at least 20. Tight-fitting RPE needs a face fit test and a clean shave.

13 **Get the hot-work permit for this place and shift**
Get a permit for this location and this shift, once the area is cleared and the fire cover is in place. It states the place, the times, the precautions, how to raise the alarm, who is in control and who authorised it. Keep a copy on display at the work.

14 **Work under the permit**
Do only the cutting, grinding, welding or heating the permit covers. Grinding sparks are hot work too. Keep the fire watcher on duty during the work and through every break. Stop hot work two hours before the end of the working day.

15 **Complete the fire watch before handback**
Keep a continuous fire watch for at least an hour after hot work stops, then make at least one more check two hours after finishing. Inspect behind walls, below floors and in voids before closing the permit. Have the detector zone put back on as soon as the work stops, and sign off the permit.

16 **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.
Electric shock, burns or a failed welding return circuit Step 2	The welder and nearby workers	Use equipment suitable for the task and in good condition. Report defects before the arc is struck.
Breathing asbestos fibres from old boards, sheets, sealants or insulation Step 3	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.

Hazard	Who might be harmed and how	Controls in place
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 4	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.
Tools, hot metal and slag falling onto people below Step 5	People below	Bring waste down by hand or in bags. Never throw it. Keep the exclusion zone up until the last item is down.
Falling from the access equipment; tools or materials falling from the platform Step 6	The person on the platform, if it is set up on an unsuitable surface and shifts under them. Anyone passing or working underneath.	Place access equipment on a firm, level surface. Keep tools and materials secure while working above ground.
Back and shoulder injury from carrying heavy or long items Step 7	Everyone handling materials	Use a trolley or sack truck on the flat where the load suits one. Where the work is up a level, hand items up or hoist them. Never carry them up a ladder.
Cutting into a live cable or conduit gives a shock, a flash burn or starts a fire Step 8	The person cutting and anyone nearby	Only the person who locked it off takes the lock off. Prove the tester on a known live source before and after.
Sparks, hot metal or slag starts a fire Step 9	Everyone in and near the work area	Sparks can travel a long way and start fires in other rooms: check the routes they can take. Put a cold method first if the job can be done without heat.
Stray welding current causes shock, burns or property damage Step 10	The welder and people touching nearby metal	Keep the return path short. Stop if the return cannot attach safely to the workpiece.
Arc-eye, burns and harmful light reaching people nearby Step 11	The welder, passers-by and nearby workers	Keep unprotected people outside the screened area. Use a suitable welding curtain or screen.
Breathing welding fume that can damage the lungs Step 12	The welder and people nearby	General ventilation alone does not control welding fume. Keep people out of lingering fume.

Hazard	Who might be harmed and how	Controls in place
Hot work starts before the fire precautions are in place Step 13	Everyone in and near the work area	No permit, no hot work. A new shift or a new place needs a new permit.
A fire takes hold unseen during the work or a break Step 14	Everyone in and near the work area	The fire watcher raises the alarm first, and tackles a fire only if it is safe. Stop and get the permit changed if the job or the place changes.
A smouldering fire develops after the work stops Step 15	Everyone in and near the work area	Tell the site when the work and watch are finished. Keep to a longer watch if the site requires one.
Debris, tools or unfinished work left in the area Step 16	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.