

Method Statement for the Erection of Pre-Cast Concrete Stair with angles on to Pre-cast Landing Units.

Scope

This method statement details the procedure to be adopted by site persons placing pre-cast stairs with pre-cast concrete half landings.

Responsibility

It is the responsibility of the Erection Supervisor to ensure that this procedure is complied with in full.

Applicable Documents

Method Statement, Company Safety Statement relative to Site activities and Flood Flooring layout drawings.

Delivery

Company employees or sub-contractors employed by Flood Flooring Ltd will deliver stair units to site on rigid bodied trucks or articulated trailers.

Erecting units into place

Assess the site in accordance with the **Site Inspection Sheet** and complete the **Pre-Erection Check**.

It is the responsibility of the Site Agent to ensure that the operatives of other sub-contractors are vacated from the stair core areas while Flood Flooring is erecting the stair units.

Prior to placing the units the erection supervisor will ensure:

- That both himself and his fellow erector are wearing the correct PPE applicable to the operations being carried out. Hard hats, Steel toe capped boots, High Vis. Vests, Harnesses and fall arrestors.
- He shall check that safety guard-rails are in place at all entry points to the stair core area. The guard-rails must be capable of taking a **10 KN** load. He shall bring any shortcomings, which may be obvious to the attention of the Site Agent.
- He shall ensure all tools that are required to erect the stair units are safe for use.
- He shall ensure that all obstructions in the stair well are removed prior to commencing the placing of units.
- He shall check with the Site Agent (Or Mobile Crane driver if applicable) to confirm that the Crane is capable of safely lifting the Stair units.
- He shall ensure that chains and lifting hooks are certified as adequate to lift the stair unit and that they are being used correctly.

Should it be necessary to store units on site, they shall be placed on timber skids no more than 3No. High for straight flight of stairs, or staked single for flights with landings, in a safe place designated by the Site Agent.

Erection of Units

1. The first half landing is guided into position by the crew from ground floor level.
2. When in place, an erector climbs onto the half landing using his ladder, unhooks the crane and hooks his harness onto the lifting eye.
3. The erector checks for the accuracy of the landing position, when confirmed he then secures the half landing with timber spacers to ensure against movement of the half landing during the placing of the stair units. See Sketch – 3. he then leaves landing and returns to ground and moves out of Staircase for lowering of first stair unit..
4. If half landings are placed and build in during the building of the stair well, section 1. + 2. is to be ignored.
5. Before the first flight is lifted the erector checks the opening measurement of the distance from floor level to half landing for first flight and distance from half landing to next floor level. Measurement to be taken as shown in Sketch – 1
6. The erector checks than the measurement on stairs to confirm the correct fitting space. Measurement on stairs to be taken as Sketch - 2
7. The first flight will be positioned by the Erection crew using radio contact with the Banksman or directly with the Crane Driver. When stair is close to landing position one erector climbs back on to half landing using his ladder and hooks up to anchor provided. The stair unit is levelled to its final position with the use of spacers. Follow Procedure SU-11 Once the unit is in place the erector at half-landing level unhooks the top crane hooks and the erector at ground floor level unhooks the bottom hooks. If the first flight is designed to sit flat on ground floor and requires dowels. With the first unit in its final position the erector will secure the bottom step with a prop from movement if 1st step requires spacers. The Contractor will drill required holes for dowel bars through the opening in the first step and inserts required dowel bars and grout same before stair is to be used.
8. Prior to fitting the second flight the erector at ground floor level positions the ladder on the first flight and climbs onto first floor level where he hooks onto an anchor point or hand rail provided by the Main Contractor capable of holding 10 KN.
9. The crew is now in place to fit the second unit. Once in place, the erector at half-landing level unhooks the bottom crane hooks and the erector and first floor level unhooks the top crane hooks.
10. The second half landing is positioned using tag lines if required. The erector is positioned at first floor level and hooked onto the anchor point at that level in door opening, clear of core. Second erector is waiting outside of core during lowering of pre-cast units.
11. When in place 2. to 9 is repeated until all the units are in place.
12. When all the units are in place the Site Manager must organise the erection of handrails and edge protection within the core to allow it to be used as a means of access and egress through the building.

Trimming of units.

Should trimming of landing units be required follow **WS_10**. The Supervisor must ensure that gloves, dust mask, goggles and ear protection is worn.