**Method Statement: To carry out a soundness test**

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| **Contract Manager:** | **Site Supervisor:**  |
| **Originator:** G.Pinder **Position:** Health & Safety manager **Date:** 01.02.19 |
| This method statement is critical to the health & safety of the activity(ies) it relates to. It is to be strictly adhered to. Any deviation must first be authorized by the site supervisor. |
| **Planned Task/Activity Description:** To carry out a soundness test. |
| **Location and Access:** (attached plan as appropriate)Various |
| **Working Environment & Restrictions:**Various. |
| **Protection of others:**Only contractors to be present during activity. |
| **Emergency Procedures:**Normal site emergency procedures apply. |
| **Operatives Competence:**Operative to have current ACS qualification, ICH is a Gas Safe Registered company, operative to have IPAF license when operating a MEWP.  |
| **Personal Protective Equipment:**Safety shoes.General protective gloves when handling hot or sharp materials. |
| **Plant & Equipment:**Hand tools to be in good condition.Electrical tools to be within inspection dates. |
| **Materials Handling/Storage & Safety Information:**Relevant data sheets to be followed. |
| **Critical Stages:** (must be undertaken in correct sequence).1. On arrival site contact made and site induction undertaken.
2. Access and check the site log book and asbestos register, collect the equipments manufacturer’s specifications (if available) and complete the site permit to work.
3. Ensure there is sufficient lighting available for the procedure.
4. If working at height, follow ICH’s procedures.
5. **Summary of ICH’s Gas Procedures**
6. Where practical, turn off all appliances and close any appliance isolation valve.
7. Connect a suitable gauge to the section to be tested.
8. Carry out let-by test of the isolation valve.
9. Adjust the pressure to approximately 50% of the operating pressure.
10. If the isolation valve fails the let-by test, the soundness test will be postponed until the isolation valve is replaced or repaired.
11. If the let-by test is successful adjust the pressure to the test pressure and let it stabilize for the correct period.
12. Start the tightness test, observe the gauge for any drop in pressure.
13. If the test fails, find any leak, repair and repeat the test.
14. If the section passes, place equipment back on line and into service.
15. Work area to be kept tidy at all times.
16. Clear away all equipment/materials and leave in a safe condition.
17. Report back to site contact, sign off work permit, hand over relevant gas safety documentation.
18. Tools and equipment will be packed away in vehicle and site cleared of materials.
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