|  |
| --- |
| A picture containing shape  Description automatically generated  BBC STUDIOWORKS METHOD STATEMENT Non-Studio Related Activities |
| **Project/Production Name:** |  |
| **Studioworks Contact:** |  | **Contact No:** |  |
| **Contact Email:** |  |
| **Site Address:** |  | **Site Contact:** |  |
| **Site Contact No:** |  |
|  |
| **Location of Works:** |  |
| **Description of Works:** |  | **Start Date:**  | Click or tap to enter a date. |
| **Start Time:** |  |
| **Finish Date** | Click or tap to enter a date. |
| **Finish Time:** |  |
| **Supervisor Name:** |  | **Contractor Names:** |  |
| **Contact No:** |  |  |
|  |  |
|  |

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| SEQUENCE OF WORKS |
| **1** |  | **8** |  |
| **2** |  | **9** |  |
| **3** |  | **10** |  |
| **4** |  | **11** |  |
| **5** |  | **12** |  |
| **6** |  | **13** |  |
| **7** |  | **14** |  |
| **Other Comments:** |  |

|  |
| --- |
| HAZARDS CHECK LIST (select if applicable and attach relevant risk assessment) |
| **Manual Handing** |[ ]  **Gas (Mains/Compressed)** |[ ]  **Hazardous Substances** |[ ]
| **Slips, Trips & Falls** |[ ]  **Machinery/Moving Parts** |[ ]  **Asbestos** |[ ]
| **Working at Height** |[ ]  **Noise/Vibration** |[ ]  **Hot Works/Fire/Explosion** |[ ]
| **Electricity** |[ ]  **Vehicles/Traffic** |[ ]  **Lone Working** |[ ]
| **Other (please specify):** |  |[ ]   |

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| --- |
| SUBMITTED BY |
| **Studioworks Manager** |  | **Signature:** |  |
|  | **Date:** | Click or tap to enter a date. |