



METHOD STATEMENT: MS026b

Task description: Cleaning windows/ perspex/ cladding by "Reach and wash" pole wash from ladder

Equipment

Warning signs

Suitable pure water delivery system (Reach and wash)

Connecting hoses

Fibreglass/carbon fibre poles

Pole brushes/ micro fibre

Pole Harness

PPE

Gloves with grip

Hi visibility clothing

Hard hats

Work boots with grip

Pole Harness

Safety

Ensure working area is identified by warning signs/ cordoned off

Hard hats must be worn at all times

Ensure all operatives have been trained in the procedures of pole washing, and should use manual handling best practice when carrying out their work.

All connecting hoses should be positioned in a tidy and safe manner.

All harnesses, lanyards and ropes must be inspected before use and any faults reported, under no circumstances must any employee use faulty equipment.

Pole washing plant, connecting hoses and poles must be inspected before use and any faults reported.

The site must be surveyed prior to work commencing, to ensure safe and proper access for pole washing, any areas where access is restricted or pole washing is deemed not to be safe must be reported i.e poor weather conditions, high winds, poor lighting, uneven/ slippery flooring.

All reports must be made immediately to the appropriate line manager, or direct to the office.

Check the ground condition for good footing (i.e algae/ moss causing slippery flooring, uneven flooring)

Cordon off area if working area is heavily pedestrianised.

Procedure

Assemble equipment

Put out warning signs

Use protective gloves to avoid your hands being pinched or cut.

Position the water-fed pole vertically, resting the end of the pole on the floor, and the top of the pole against the window

Stand with both feet firmly on the ladder rung to maintain balance and a neutral position of the lower back. If using a pole from a ladder, ladder must be footed and operative must maintain at least two points of contact with the ladder. Operative to climb ladder maintain 3 points of contact, and once into position their colleague is to pass the pole for use cleaning.

Minimise twisting of the body by facing the pole and the wall while extending the pole. Adjust the length of the pole as necessary for the height of the windows being cleaned (you must not over reach)

Extend the water-fed pole vertically keeping the elbows close to the body.

Raise the poll upwards/ forwards and downwards and backwards to carry out cleaning motion .

Start by brushing the whole window first with your water flow on, concentrating on the top edge of glass first as this is where most dirt collects. This is where you start rinsing so you want to get it really clean. Brush entire window at least twice.

Once the window pane has been brushed, you need to rinse the glass off.

When finished, pass pole down to colleague and climb down ladder maintained 3 points of contact. Turn off the water flow, dismantle the equipment and tidy away

Remove warning signs