

## Purpose

To provide contractors with a clear understanding of St William / St James requirements for drylining and screed operations to ensure they are adequately resourced and planned.

## Scope

Applies to all drylining & screed operations. Include fire stopping

## Main Requirements

Item	Requirements
Work Planning	<p>St William / St James implement a Safe System of Work Procedure. This involves the contractor submitting an H&amp;S Management Plan for review at pre-start. Following review of this management plan a number of task plans will be agreed with the St William / St James Project Management Team before works commence.</p> <p>Typical task plan requirements could include the following (where applicable):</p> <ul style="list-style-type: none"> <li>• Loading and unloading vehicles – e.g. use of Moffatts, forklifts or HIABs</li> <li>• Movement of materials – Including the use of pallet trucks, board trolleys etc.</li> <li>• Drylining operations including; Installation of gyp-frame studs and noggins, installation of boards (i.e. walls and ceilings), installation of boards in staircases, tape &amp; jointing</li> <li>• Screed operations including; setting up pumps and hoses, hose cleaning/concrete washout, installation of screed, setting up and managing exclusion zones</li> <li>• Installation and use of hazardous storage areas – e.g. CoSHH</li> <li>• Cutting areas – In addition, the task plan must include relevant details of how materials will be cut.</li> <li>• Installation of passive fire protection &amp; stopping</li> </ul> <p>The above are examples, St William / St James may require additional plans depending on site conditions.</p> <p>The task plans will be written by the supervisor and reviewed by St William / St James. The supervisor will then brief site operatives on the task plan prior to undertaking works. The briefing will be recorded on the task plan template.</p>
Training & Competency Requirements	<p>St William / St James expects operatives to arrive at induction with an appropriate CSCS card, plant operators must hold an appropriate CPCS or NPORS card; examples of acceptable cards include:</p> <ul style="list-style-type: none"> <li>• Dry Liner: Fixer, Finisher, Fixer/Finisher - Blue Skilled Worker CSCS card</li> <li>• External/Fibrous/Solid Plasterer - Gold Advanced Craft CSCS Card</li> <li>• In Situ flooring: Cementitious Screed/Resin Screed/Resin Self-Smoothing</li> <li>• Truck Mounted Concrete Pump – CPCS Red or Blue card A06 (A44 if trailer mounted)</li> <li>• Conveyor pumps – CPCS Red or Blue card A75</li> <li>• Operatives must be competent to operate screed pumps. This includes; evidence of formal training</li> </ul> <p>Should an operative arrives on site without an appropriate competency card, the contractor is required to prepare a training plan (SW-F 4.2H Operative Competence Assessment) to St William / St James for review and authorisation, prior to allowing the operative to start on site.</p> <p>In addition to the requirements above the following training requirements will be applicable:</p> <ul style="list-style-type: none"> <li>• Supervisor/Manager – SSSTS/SMSTS</li> <li>• Lifting – Applicable CPCS/NPORS for AP, Crane Supervisor or Slinger</li> <li>• Banksman/Traffic Marshal – CPCS/NPORS</li> </ul>

## Contractor Requirements – Drylining & Screeding



Item	Requirements
	<ul style="list-style-type: none"> <li>Plant operators – Evidence of familiarisation training and fit for work cert (within past 12 months).</li> </ul>
Permits to Work	<p>St William / St James will expect the following permits to work to be completed by the relevant Supervisor prior to undertaking works (where applicable):</p> <ul style="list-style-type: none"> <li>Confined Space Permit to be completed prior to accessing areas designated as confined spaces.</li> <li>Hot Works Permit to be completed on a daily basis</li> <li>Permit to Proceed to be completed prior to taking temporary works in use.</li> </ul>
Material Storage & Distribution	<p>Plasterboard must be stacked flat on the ground where possible. If boards must be stacked leaning against walls, the stacks must be no more than 6 boards</p> <p>Where significant numbers of boards are required to be stored on site, the contractor must make the weight known to St William / St James's TWC to ensure floor loadings can be reviewed.</p> <p>The use of mechanical aids (e.g. board trolleys and pallet trucks) must be detailed within relevant task plans</p>
Temporary Works	<p>Formal temporary works appointments may not be necessary. However, the contractor may be required to confirm weights of materials for floor loading purposes.</p> <p>In addition, where concrete hoses are required to be tied or fixed to permanent or temporary structures, the contractor must forward any relevant details or designs to the St William / St James TWC for review.</p>
Lifting Requirements	<p>Lifting activities must be appropriately planned by a CPCS/NPORS qualified Appointed Person.</p> <p>All lift plans must be recorded on a Lifting Risk Assessment, and authorised by the St William / St James Appointed Person for Lifting before lifting commences.</p>
Exclusion Zones	<p>Exclusion zone requirements must be identified within the relevant task plan. Exclusion zones will be demarcated using physical barriers and warning signage.</p> <p>The contractor will be required to co-ordinate their exclusion zones with St William / St James daily.</p>
Concrete/Screed Hoses	<p>Concrete/Screed hoses must be:</p> <ol style="list-style-type: none"> <li>Be uniquely identifiable;</li> <li>Undergo a daily visual inspection, and weekly recorded inspection;</li> <li>Be pressure tested at three monthly intervals;</li> <li>Be positioned to avoid plant &amp; vehicles driving over them</li> <li>Records of inspection and testing must be kept on site.</li> </ol> <p>Where possible, hoses are to be positioned away from vehicle/plant routes. Where this is not possible the hoses must be buried/protected from damage.</p>
Other Requirements	<p>Task plans must include details of the relevant cut level resistance of gloves to be worn (where there is a risk of hand injuries). In addition, the use of fixed blade knives is not permitted.</p>