|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A picture containing shape  Description automatically generatedBBC 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:** |  | |  |
|  | | |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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):** |  | |  |  | |

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