

# Industrial Belting International Ltd

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## Method Statement

**Date:**                      **Site:**                      **Date for intended work to commence:**

**Job Description:**    **Fit new V plough to conveyor**

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1. Ensure that site area is clean and free from obstructions before installation commences.
2. Inform manager of our intended work.
3. Post exclusion zone signs either side of the working area.
4. Isolate the conveyor that we are fitting plough to. Lock off using personal locks.
5. Measure structure where plough will be located.
6. Drill or burn locating holes using spanners/grinder/burning torch.
7. Fit transom to structure using spanners.
8. Bolt plough to transom.
9. Set ride height for blade on plough using spanners.
10. Repeat above procedure for second plough to be fitted.
11. Remove all locks from conveyor and restore power to them once job is complete.
12. Remove exclusion zone.
13. Inform manager work is complete and conveyor is safe to operate.
14. Tidy up work area and remove any rubbish to designated area.
15. Sign off work permit.

**Signed:**

**Date:**

Safe personal positioning is essential at all times, if in doubt suspend operation and seek advice.