

METHOD STATEMENT – 1 PIECE COLUMN

Carry out generic / site specific risk assessment as usual.

Move column to site and excavate to correct planting depth as instructed by client and in accordance with BS.5649 with reference to the ground conditions

Remove the column door and lay the base of the column with the bottom section adjacent to the excavated hole. Take care to orientate this base to provide the door and top hinged shaft section to be in the correct orientation as required for the installation, also allowing sufficient room for the shaft to invert. It is important that the column in its operating condition does not create a risk.

Lift the top end of the column and project the column base into the excavated hole

When the column is vertical one person may hold it in place whilst an assistant positions the cable and or ducting through the ducting hole.

Back fill the hole with appropriate materials in accordance with the Local Authority standard column installation details.

Select the rope and carabine hook and unravel for use. It may help to place the coil of rope over your forearm, avoiding tangling or entrapment.

Hold the outside face of the lower part of the counterbalance arm with one hand whilst removing the transit bolt that secures the internal latch mechanism to column shaft. Push the latch mechanism up with one hand, releasing the lever arm into your other hand.

Whilst holding the counterbalance arm with one hand, connect the carabine hook end of the uphaul to the hole on the inside of the arm.

Take the tension on the uphaul line and ease the rope alternately and steadily through your right and left hand allowing the top section to invert gently. The load can be reduced on the line by moving away from the column to improve the mechanical advantage of the line at the maximum and minimum inclination of the column shaft.

It is now possible to fit and connect the lantern in accordance with the lantern manufacturers instructions. Please note that the column will be supplied with electrical cable pre threaded inside a flexible conduit to assist here.

The top section can be reinstated to its vertical position by pulling on the uphaul line. However the line should be disengaged immediately prior to the shaft becoming vertical, whilst simultaneously preventing the shaft from moving back out again. The shaft support arm can then be pushed hard against the column with one hand. A positive engagement on the latch mechanism can be confirmed

by a loud clunk from the mechanism and a visual check of the latch mechanism dropping down into the locked position.

For added security the column can be locked in the up position by use of a bolt, spare carbine hook or by a padlock being passed through concentric holes on the inside of the column base latch mechanism.

The electrical supply and isolation in the base of the column is not covered in this method statement due to local variation. However it is important that the operator is able to have hand access to the upper part of the column base aperture to allow for operation of the latching mechanism.

This method statement relates only to the detail of the installation of this column and does not absolve the installer from his or her legal duties. Normal risk assessments and method statements must be carried out for the full installation process. PD 11/06/08