

Method Statement

Task/Activity	Working in hot weather	
Next Review Date	01.08.2026	
Originator	Keith Carver	Reviewed by: Keith Carver
Site	Fulham Road, Fulham, London	
Site Manager	Grant Lewis	
Date	31.07.2025	

Scope of Works

The methods to be used when working in hot weather

Background / Training Required

Competent in the safe working practices when working in hot weather

Safety Equipment and PPE required

Hi visibility BS EN 471:2003 +A1:2007 High visibility clothing		Safety footwear BS EN ISO 20345:2014 Safety footwear	
Protective Clothing Depending on the circumstances and location of working, the wearing of suitable light clothing and a hat are strongly advised. As heat affects different people in different ways, the level of protection against the prevailing hazards in most cases is a personal choice.		Head protection Hat and neck protective clothing	

Tools and Equipment Required

Two-way radio			
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Method of Works/Safe System of Works	Risks/Hazards/Controls/Notes
If staff are working internally in areas or locations where heat levels pose a risk to health, site management must monitor and where required supply portable fan or portable air conditioning units. If this is not possible, site management must look at reducing the time staff have to spend in such conditions. - Staff working in extremely hot and humid conditions must ensure that they drink plenty of water to avoid the potential for dehydration and heat related illness. - Work in designated area and advise if this varies during shift so an approximate location is known at all times during your shift. - Staff working externally should ensure that they wear suitable clothing for the prevailing conditions, a hat to prevent heatstroke and the application of sun-cream or other suitable product. - Wear a hat with a brim or flap that covers the back of neck and ears- avoiding sunburn. - Stay in the shade, whenever possible, especially at lunchtime. - Staff will alternate tasks to reduce the time spent in the area. - Adjustments of working hours (start earlier/ later) to prevent working in extremely hot or humid conditions. - Regular breaks will be implemented during periods of hot or humid weather. - Re-schedule certain task for different periods in the day to reduce exposure if possible. - Check your skin regularly for unusual spots or moles which may have changed. See a doctor immediately if you see anything that is changed in shape, size, colour, itching or bleeding. - Ensure to stay in the shade while taking breaks.	- If there is an abnormal heat level in the working environment the use of electric fans portable air conditioning units should be considered to make the working environment cooler. - If staff are working externally, they should ensure that they have access to drinking water from either a mains supply or bottled. - If working externally in particularly sunny conditions all staff should where possible wear suitable clothing that covers exposed parts of the body such as arms, legs, head and neck. To avoid sunburn to the head operatives should wear a hat and apply a suitable strength sun-cream / spray. - Operatives, who as part of their duties are required to work outside, should whenever possible move to shaded areas for respite from the sun's rays.

Emergency Arrangements	If the task includes any periods of Lone Working, follow the ABM Lone Working Procedure. First aid available from the security team. 2-way radio provided to staff while at work.
Environmental Impacts	Not applicable.