



## METHOD STATEMENT FOR THE INSTALLATION OF SINGLE SKIN STEEL PARTITIONING

1. Check with Clients / Clients representatives as to the Health and Safety requirements of the area and ensure compliance with same.
2. Ensure that the area where the partitioning is to be installed is clear and safe.
3. Mark out site as shown on the approved working drawing(s) supplied.
4. Install steel panels as per the drawing layout ensuring that the correct size and number of fixings are used.
  - a.  $\frac{1}{4}$ " x  $\frac{1}{2}$ " Roofing Bolts and  $\frac{1}{4}$ " Whitworth Nuts for joining panels together.
  - b. Red Plugs and No. 10 x  $1\frac{1}{4}$ " screws for fixing panels to the floor and also for fixing wall channel.
5. Install mullions as per the drawing layout ensuring that the correct size and number of fixings are used.
  - a.  $\frac{1}{4}$ " x  $\frac{1}{2}$ " Bolts for joining panel to mullion.
  - b. 50mm x 12mm Raw Bolts for fixing the mullion to the floor.
6. Install door modules as per drawing layout ensuring that the correct size and number of fixings are used.
  - a.  $\frac{1}{4}$ " x  $1\frac{1}{2}$ " slotted c/sunk machine screws for fixing doorframe to the panel.
  - b. Red Plugs and No. 10 x  $1\frac{1}{2}$ " screws to secure threshold strip to the floor.
7. Fix top capping over panels and pop rivet to panel.
8. Fit door furniture and locks ensuring that the correct size and number of fixings are used.
  - a. No. 8 x  $\frac{3}{4}$ " c/sunk screw for fixing door furniture to door.
  - b.  $\frac{3}{16}$ " x  $\frac{3}{8}$ " slotted c/sunk machine screws for fixing door locks to door.
9. Where glazing is to be fitted, cut and fit glazing chair for each panel, locate glass, cut and fit glazing bead ensuring that the bead is correctly snapped into chair section.
10. Drilling is to be performed by authorised persons and appropriate eye protection is to be worn.
11. All electrical tools are to be 110 volt or battery powered and to have valid test certificates.
12. Surface dust created by drilling to be removed either manually or with 110-volt vacuum cleaner where provided.
13. Check installation for the following:
  - a. Doors - operating correctly.
  - b. Locks and door furniture - operating correctly.
  - c. Fixings - all fitted.
  - d. Paint finish - check for damage.
  - e. Glass / glazing bead (where applicable) - clean and secure.
  - f. Stability of installation.
14. Clear site.
15. Check installation with the client / clients representative's and obtain a signature on the "Job Satisfaction Certificate".