

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 1 of 8
	HSEQ Documentation	
	Organization Name	

Method Statement For Glass Reinforced Plastic (GRP) Water Storage Tank Cleaning & Maintenance Work

Project Details

Method Statement Ref#	
Project Ref #	
Project Name	
Site Name	
Contractor	
Activity	Glass Reinforced Plastic (GRP) Water Storage Tank Cleaning & Maintenance

Project Management Team Details

Project Manager	
Project Engineer	
Site Manager	
Site Supervisor	
HSE Manager	
HSE Officer	
Site Safety Officer	

Prepared By	Approved By

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 2 of 8
	HSEQ Documentation	
	Organization Name	

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 3 of 8
	HSEQ Documentation	
	Organization Name	

Document Revision Summary

Date	Reviewed By	Rev #	Description

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 4 of 8
	HSEQ Documentation	
	Organization Name	

Contents

1. Purpose	4
2. Scope	4
3. Routine life Tank Cleaning Procedure	4
4. Water Storage Tank Cleaning Frequency with Respect to Type	4
5. General Requirements for Water Storage Tank	4
6. Confined Space Working Environment	5
6.1. General Planning	5
6.2. Permit to Work	5
7. Tank Cleaning Work Procedure	5
7.1. Pre-Checks	5
7.2. Cleaning and Disinfection	6
7.2.1. On the Roof/ On the Ground	6
7.2.2. Underground Water Tanks	6
8. Tools & Equipment	7
9. Manpower Requirements	7
10. Annexures	7

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 5 of 8
	HSEQ Documentation	
	Organization Name	

1. Purpose

The purpose of this procedure is to provide guidance and safe guidelines to execute the job safely and without any harm to the workers involved in the activity and the other people available at the client's worksite. Through this method statement it is to ensure that the correct material, tools, equipment, and methodology is adopted to perform the job as per the agreement, correct procedures are implemented during the water tank cleaning and maintenance work.

2. Scope

The procedure is written to satisfy the requirements of the job, provide guidelines and involves names of all the employees, sub-contractors and applicable to all employees of the organization and all activities that are to be performed. The method statement highlights the procedures that are agreed earlier and are to be implemented and followed by all workers at all levels throughout the activity.

3. Glass Reinforced Plastic GRP Water Storage Tank Cleaning Frequency

As the tanks are made of different material for example, concrete, plastic etc. Tanks are used for both residential and commercial purposes. Not only this, both types are used for water storage on ground, underground and on the roof. Below mentioned table includes different types of tanks and their cleaning frequency.

S/#	Type	Location	Cleaning & Disinfection Frequency
1	GRP – Glass Reinforced Plastic Water Tanks	Ground	Annually
		Roof	Bi-annually

4. General Requirements for Water Storage Tank

- It is required that the user keep the water storage tank clear, neat, tidy and free of any dangerous substance.
- The water stored in the tank is hygienic and in compliance with the National Water Quality Standard.
- If the water storage tank is placed on public location and being used by the public, the surrounding area should be safe and working environment should be safe.
- The person monitoring the Water Storage Tank should ensure that the entire area is free of physical, environmental, as well as biological hazards.
- The water quality should be tested on regular basis, and the access to the area, sampling, cleaning, disinfection, and exit from the area should be safe and in compliance with national regulations.
- Hazards should be controlled and suitable control measures should be in place to control the risk.

5. Safety Precautions/ Risk Assessment

- Follow up of the HSE plan and HSE Regulations is mandatory.
- Risk Assessment of the job is mandatory and PTW procedure should be followed.
- Hazards should be identified, noted and share details with everyone.
- Discussing the Method Statement and Risk Assessment with all the team members is mandatory before start of job.
- The chemicals that are to be used during cleaning and maintenance work should be inspected and their SDS should be available on site.
- Workers will be provided with PPEs and PFAS with retrieval line.
- Emergency equipment and emergency plan should be available.

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 6 of 8
	HSEQ Documentation	
	Organization Name	

- Contact details of the emergency services should be available on site.

6. Confined Space Working Environment

6.1. General Planning

As the activity of cleaning, disinfecting and maintenance of the Glass Reinforced Plastic (GRP) water storage tank involves the entry in confined space, following actions needed to be taken.

- Risk Assessment of the job
- HSE planning
- Emergency Response Planning
- Consideration and implementation of control measures
- Selection of team with relevant experience and training to perform the job
- Provision of resources and equipment to perform the job

6.2. Permit to Work

- Work at Height Permit shall be issued to the working team before commencement of the job.
- Permit to Work prepared by competent and experienced person with previous experience of working in confined space.
- Project Manager/ Site Manager will review the Permit to Work and sign it.
- Copies of the Permit to Work shall be distributed among concerned parties/departments.
- One copy of the Permit to Work shall be made available for anyone near the working area.
- Attendant will supervise the job and entry of the entrants in confined space/ water tank.
- Attendant or any compatible person has right to terminate the Permit if see conditions existing on site exceed the scope of the work permit. E.g., hazard existing in confined space but not considered in permit.
- In case of emergency, Attendant will alert others and Emergency Response Team to rescue the entrants.

7. Tank Cleaning Work Procedure

Tank cleaning work procedure requires the job to be divided in parts and each part consists of sub-activities that are divided into 2 different sections;

- Pre-checks
- Cleaning and Disinfection

7.1. Pre-Checks

- Selection of workers – screening process to check competency, experience and physical fitness for job.
- HSE Induction, pre-job information, refresher training as well as information exchange.
- Provision of PPEs for the job e.g., Helmet, Masks, Harness with retrieval line, gloves etc.
- Gas testing inside the tank for any hazardous gas.
- First aid box and emergency response team provision.
- Emergency services contact details are available at the worksite.
- Confined space entry permit to work is available at worksite processed by competent person and approved by site manager/ project manager.
- All tools and equipment are well-maintained and in good working position.
- Inspection of the work space as per HSE requirements.
- Before entering the tank either under ground or on the roof, check the weather conditions. Working at height in high winds is dangerous and by law prohibited.

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 7 of 8
	HSEQ Documentation	
	Organization Name	

7.2. Cleaning, Disinfection and Maintenance

7.2.1. Cleaning and Disinfection - On the Roof/ On the Ground

- Check weather conditions.
- Retrieve the Permit to Work at height.
- Barricade the whole working area and ensure that unauthorized persons don't enter the premises.
- Arrangement for suitable mean of access and egress.
- Close the inlet valve & empty the tank.
- Scrub the tank walls or use pressure hose to clean the dirt.
- Use approved tank cleaning chemical and clean the walls, floor and roof of the tank.
- Rinse the tank and drain the dirty water.
- Apply the disinfectant chemical to the tank walls, roof, and the floor and leave it for 30 minutes.
- Rinse the tank and drain the waste water again.
- Retrieve all the tools and elements that were introduced in the space for task and get out of the tank.
- Open the valve of the water inlet and fill the tank with fresh water and take sample.
- If results are as per requirements, water can be used otherwise repeat cleaning process after 48 hours.

7.2.2. Glass Reinforced Plastic (GRP) Water Storage Tank Maintenance Activity

- Spot the leaking zones of the GRP Water Storage Tank
- Tie all the loose bolts in the leakage zones
- If the leakage doesn't stop despite tightening all bolts, use more bolts in that area.
- If the leakage is still taking place, drain out any remaining liquid in the tank using outlet valve.
- Use grinder to grind the joints of the leaking joint.
- Laminate the ground area using waterproofing material e.g., CSM Mat of 450 grad that is for waterproofing.
- Fill only one compartment of the tank and check for anymore leakage.
- Keep shifting the water from compartment to compartment of the tank gradually and check for leaking spots.
- If no further leakage is spotted, fill the tank with fresh water and put it in the use.

8. Tools & Equipment

S/#	Tools & Equipment	Quantity

9. Manpower Requirements

S/#	Designation	Quantity
Total		

10. Annexures

S/#	Annexure	Doc Ref #
1	HSE Plan	

Logo	Method Statement for GRP Tank Maintenance	Doc Ref #: XYZ/IMS/HSE/F/00 Issue Date: DD-MM-YYYY Rev #: 00 Page 8 of 8
	HSEQ Documentation	
	Organization Name	

2	Confined Space Risk Assessment	
3	Work at Height Risk Assessment	
4	Confined Space Work Permit	
5	Work at Height Work Permit	
6	Confined Space Workers Training Certificates	
7	Toolbox Talk Attendance Record	
8	Induction Training Attendance Record	