

## Method Statement

For The replacement of the

Condense Pump on the Comms Room HVCA Split A/C Unit on the 14<sup>th</sup>  
February 11AM – 11:30AM

At

### Scope of Works

Replacement of condense pump to HVCA split

### Personnel

Name	Company	Contact Number
Mark Lowton	1 <sup>st</sup> Choice Facilities Services	07534 139813

### Site Overview

2<sup>nd</sup> floor Berger House tenant floors (landsdown Partners) London is a multi tenanted building , A high specification building, consistently customer facing, therefore a high level of awareness is required at all times. All engineers must sign in at security front desk prior to any works commencing

## Sequence of Work

### Condense Pump replacement wall mount Mr Slim unit Comms room

These are primarily two units with either integral or remote air-cooled condensers working with direct expansion coolers, primarily for room air conditioning applications. The frequency of servicing or cleaning will depend upon the working environment and the amount of usage.

Procedure / Method	Safety / Key Points
1. Secure an exclusion zone, by placing signs / barriers to the front, rear and sides of the working area.	Where practicable the work should be carried out during the weekend or evening when the amount of personnel working is reduced Before work commences ensure that electrical supply is isolated and locked off with signage posted.
2. Place step ladders in position under the ceiling tile for gaining access to the "rock rose".  3. When using step ladders follow the guidance in the RA WE1	Ensure steps are of BS. Class 1 construction and have been safety checked within the last 6 Months. Always carry out a visual inspection before use Check LAD1 ladder log before steps are put into use.  Do not use the top step unless the steps are designed for that purpose. Do not lean side-ways on the steps as they have a low tolerance to sideways loading.
4. Remove AC front cover from the comms room and switch off isolator by tray	After isolation wait for red light to extinguish

5. Disconnect condense pump plug and remove pump.	
6. Check for damage and/or dust accumulation. Clean as necessary.	<b>Do not use CFC's (refrigerant) for cleaning tubes</b> use dry nitrogen or compressed air. Sterilisation may be required.
7. Position and Connect new condense pump	
8. Switch on isolator and fit cover	
9. Check for vibration and rectify any loose or inadequate support/fixing.	
10. Clean and clear working area	