|  |  |
| --- | --- |
| **Job review for Minor Projects** | **LiveWest_LOGO BLUE RED_RGB** |

**Please send the completed form to your area IMS Team Inbox**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Originator** | **Chea Taylor** | | | | |
| **Job Number and address:** | **28, Millham Road, Bishops Cleeve, Cheltenham, Gloucestershire, GL52 8BL**  **UR0785642** | | | | |
| **Is there an asbestos risk?** | **YES R&D requested.** | **Is there a reg8 risk?** | | | **No** |
| **What is the problem?** | **Top tread down from landing has broken underneath has come apart. Customer has reported this previously and nothing has been done. Now its getting worse needs urgent attention. Whilst we have access we need to support all of the stairs to ensure this doesn’t happen again.** | | | | |
| **Method statement – please provide detail of the order of works required including measurements** | **Remove ceiling to understairs cupboard from top to the bottom. Install supports to the underside of the stairs with particular attention to the top steps where hazard is. Reboard, tape join and fill. Prep and paint.** | | | | |
| **Materials required -**  **Please provide list of materials required to undertake works** | **Timber**  **Plasterboard, tape and filler.** | | | | |
| **Hours of labour required** | **2 days** | | **Number of ops required** | **2** | |
| **Any other relevant information eg/ access, hazards, location of services, system type?**  **Services: Electrical  / Gas  / Water**  UR0785643 **Electrician to remove and follow on to reinstate the light below the stairs in order for MW remove ceiling and make stair repairs on job** **UR0785642** | | | | | |
| **Please provide clear photos of the affected areas with this form.**  **Including pictures from distance as well as close up.** | | | | | |

