

Formwork Installation Method Statement for Concrete

1. Purpose

This method statement outlines the procedure for the installation and removal of formwork for concrete structures to ensure structural integrity, safety, and quality.

2. Scope

The scope covers the installation, inspection, and stripping of all formwork required for concrete works on this project.

3. Responsibilities

- **Site Engineer:** Supervise and ensure correct installation.
- **Foreman:** Direct labor and check workmanship.
- **Quality Inspector:** Inspect formwork before concreting.

4. Materials & Equipment

- Plywood panels / Metal panels
- Supports (Timber / Steel Props)
- Tie rods and clamps
- Measuring tapes, levels, and plumb bob
- Hand tools and ladders

5. Procedure

1. Review structural drawing and specifications for formwork dimensions and locations.
2. Ensure all formwork materials are checked and free from damage.
3. Set out the position of formwork on site as per drawings.
4. Assemble formwork panels and supports using appropriate connectors and fasteners.
5. Position formwork panels and fix in place, maintaining alignment and required clear cover.
6. Install tie rods and clamps to ensure rigidity and stability.
7. Check verticality, alignment, and dimensions using measuring equipment.
8. Apply release agent to inner surfaces before concreting.
9. Inspect formwork prior to pouring concrete and rectify any defects.
10. After concrete has reached the required strength, remove formwork systematically.

6. Inspection & Testing

- All formwork installations must be inspected and approved before concrete placement.
- Check for gaps, misalignments, and correct use of release agent.
- Record inspections in daily site records.

7. Safety & Environmental

- All personnel to wear appropriate PPE (helmets, gloves, boots, safety harness if required).
- Keep work area tidy and free from materials that may cause tripping/slipping.
- Dispose of waste materials in accordance with site environmental plan.

8. Reference

- Project Drawings and Specifications
- Relevant Standards and Codes

9. Sample Inspection Checklist

Item	Status	Remarks
Panel alignment		
Tie rods fixed		
Release agent applied		
Formwork free of debris		