

AUTHORISATION: Signature**Date**

Working at Height - Introduction

The Work at Height Regulations 2005 came into force on the 6th April 2005 and apply to **all** work at height.

Procedure

Before any work on site is undertaken an initial risk assessment shall be undertaken in order to identify any and all of the works that may need to be carried out on site at height.

Before any work at height commences a specific work at height risk assessment must be carried out – please see the format for this risk assessment contained in Appendix 1 to this procedure.

Before this risk assessment is carried out it should be established whether it is possible to carry out the work safely without being at height. Where it is confirmed that work has to be carried out at height, then the risk assessment as highlighted above (and detailed in Appendix1) must be undertaken.

The Work at Height Risk Assessment should consider where there is any risk of any person falling a distance liable to cause personal injury (including any work is carried out from an existing place of work or using an existing means of access/egress which complies with Schedule 1 and which does not present ergonomic or other risks to those involved or other persons) and how that person or those persons who are at risk may be prevented from falling or protected should they fall.

Where, after the risk assessment has been undertaken, there is any residual risk of falling then the following must be provided before any work is undertaken:

- work equipment provided which is designed to prevent a fall from occurring,
- work equipment designed to minimise the distance and consequences of any fall,
- additional training and instruction where this is appropriate
- other additional suitable and sufficient measures, to prevent any person falling a distance that may be liable to cause personal injury.

When selecting the work equipment highlighted above for use in work at height, any equipment which provides collective protection must be favoured over individual personal protective measures. Any measures of protection employed must take account of:

- working conditions and risks to persons where the work equipment is to be used
- in the case of access and egress equipment, the distance to be negotiated;
- the distance and consequences of a potential fall;
- the duration and frequency of use;
- the need for easy and timely evacuation and rescue in an emergency;
- any additional risk posed by the use, installation or removal of that work equipment or by evacuation and rescue from it; and any other provisions of the Regulations.

All equipment selected for work at height, must only be selected after having given due consideration to the characteristics including dimensions, which are appropriate to the nature of the work to be performed, the foreseeable loadings likely to be imposed, allow free and unobstructed passage without presenting risk and that they are the most suitable for the purposes specified.

It must be ensured that any person engaged in any activity associated with working at height is competent to undertake the work that they are expected to perform including any organisation, planning, use, or supervision of work involving the use of work equipment for working at height. Where an individual is not competent but is being trained, then (s)he must be supervised by a competent person.

Precautions to be observed during any Work at Height

No person must pass across or near, or work on, from or near, a fragile surface where it is reasonably practicable to carry out work safely and under appropriate ergonomic conditions without doing so. Where it is not reasonably practicable to achieve the above the Site Supervisor must:

- ensure, that suitable and sufficient platforms, coverings, guard rails or similar means of support or protection are provided and used so that any foreseeable loading is supported or borne by the protective measures;
- where there is any residual risk of a person at work falling despite the measures taken above, take suitable and sufficient measures to minimise the distances and consequences of any fall.
- ensure that prominent warning notices are posted at the approach to where the fragile surface is situated; or,
- where that is not reasonably practicable, that all persons working in that area are made aware of the hazard by other means.

To prevent injury the Site Supervisor must:-

- take suitable and sufficient steps to prevent the fall of any material or object.
- where this is not reasonably practicable, then he must take steps to prevent any person being struck by falling material or object liable to cause personal injury
- ensure that no material or object is thrown or tipped from height in circumstances where it is liable to cause injury to any person
- ensure that materials and objects are stored in such a way as to prevent risk to any person arising from the collapse, overturning or unintended movement of such materials or objects.

Inspection of Work Equipment

Before any work equipment, for use at height, is used on site for the first time it shall be inspected by the Site Supervisor to ensure that it is fit for purpose and suitable for work at height.

The Site Supervisor is then responsible for ensuring that any work equipment exposed to conditions likely to cause deterioration liable to result in dangerous situations is inspected at suitable intervals and every time the exceptional circumstances, liable to jeopardise the safety of the work equipment occur.

To ensure that H&S conditions are maintained and that any deterioration can be detected and remedied in good time the Site Supervisor must also ensure that:

- all working platforms used for construction work where a person could fall 2 metres or more, must not be used unless it has been inspected
- In the case of a mobile working platform, inspected on the site, this must have been inspected within the previous 7 days.
- no work equipment, other than lifting equipment under 9(4) of LOLER, must leave an undertaking unless it is accompanied by physical evidence that the last inspection required under the Regulations had been carried out.
- results of inspections are recorded and records kept until the next inspection.



Appendix 1 - Work at Height Risk Assessment Checklist

Area inspected			
Date			
Assessment carried out by			
Hazards identification All work at height:-	Yes/ No	Are Existing Controls in place and Adequate? Yes/No	What actions are required?
Has it been properly planned?			
Will it be appropriately supervised?			
Will the methods to be used ensure that it is carried out safely?			
Will it only carried out when the weather conditions do not jeopardise the health or safety of persons involved in the work?			
Are all persons engaged in any activity associated with working at height competent to undertake the work that they are expected to perform?			
Does this include organisation, planning, use, or supervision of work involving the use of work equipment for working at height?			
Can the required work be carried out without working at height?			
Where work has to be carried out at height are measures to prevent any person falling a distance liable to cause personal injury in place. (includes work carried out from an existing place of work)?			
Have all ergonomic or other risks to those involved or other persons been considered and catered for?.			
Where there is any residual risk of fall has it been ensured that the following have been provided: work equipment for preventing a fall occurring? (collective protection) work equipment to minimise the distance and consequences of any fall? (collective protection) additional training and instruction? other additional suitable and sufficient measures, to prevent any person falling a distance liable to cause personal injury?			
Do the above precautions take account of the: <ul style="list-style-type: none"> • working conditions / risks where the work equipment is to be used; • access and egress distances: • distance and consequences of a fall; • duration and frequency of use; • need for easy and timely evacuation and rescue in an emergency; • additional risks posed by the use, installation or removal of that work equipment or by evacuation and rescue from it; and • other provisions of the Regulations. 			
Do all Guard-rails, toe-boards, barriers or similar comply with Schedule 2?			
Do all working platforms comply with Part 1 of Schedule 3?			
Does all Scaffolding comply with Part 2 of Schedule 3?			
Are all fragile surfaces adequately protected? .			
Have adequate, suitable and sufficient precautionary measures been taken to prevent			



persons falling through fragile surfaces?			
Are adequate warnings posted at all fragile surfaces ?			
Where this is not possible have all persons been made aware of the dangers associated with the fragile surfaces concerned?			
Have adequate precautions been taken to prevent the fall of any material or object?			
Where this is not practicable have steps been taken to: <ul style="list-style-type: none"> prevent any person being struck by falling material or object liable to cause personal injury? ensure that no material or object is thrown or tipped from height in circumstances where it is liable to cause injury to any person? ensure that materials and objects are stored in such a way as to prevent risk to any person arising from the collapse, overturning or unintended movement of such materials or objects? 			
Where there is a risk of any person at work falling a distance or being struck by a falling object liable to cause personal injury have steps been taken to prevent unauthorised persons entering the area? Is this area clearly indicated?			
Has all access equipment been properly and safely installed and inspected by a competent person?			
Are there procedures in place to ensure that any such equipment is inspected at suitable intervals and every time the exceptional circumstances, liable to jeopardise the safety of the work equipment?			
Have all working platforms used for construction work where a person could fall 2 metres or more been inspected before use?			
Have all mobile working platforms been inspected onsite within the last 7 days?			
Has physical evidence of inspections of all access and lifting equipment been examined before work commences?			
Are adequate results of inspections recorded kept until the next inspection?			
Are systems in place to ensure that all surfaces, parapets, permanent rails or other fall protection measures at every place where work at height is to be undertaken are checked before every time it is used for any work at height			
Are there systems in place to ensure that any activity or defect relating to work at height, which may be likely to endanger the safety of persons on site will be reported and acted upon?			
Have all persons likely to use any work equipment or safety device provided for work at height, been instructed to use the work equipment or device in accordance with any training or instruction?			