



Management of Working at Height

Introduction

Regarding the nature of our business this document has been produced to provide guidance for all employees who undertake working at height operations.

Requirements WAH regulations 2005

The WAH regulations require that all works undertaken at height are risk assessed. It is vital to understand that it is not always working at height that can result in a fall. Such falls can occur because of.

- Falling into excavations
- Falling through weak surfaces
- Falling into unprotected access points, cellars, inspection chambers

Some work tasks may only require a generic risk assessment due to the type of work and the duration, however some work activities that increase complexity or duration to complete may require more detailed assessment.

The Risk assessment must be suitable to the work task of which may result in the formulation of the RA to be completed by an appointed person not necessarily an H&S manager who has knowledge of the task and hazards involved.

Having identified the risks associated with the task the WAH regulations require you to control them using the following hierarchy of control measures.

- ▶ **Avoid** such risk where reasonably practicable, by not working at height.
- ▶ **Prevent** falls of people and tools, objects by assessing such risks and implementing control measures to eliminate or reduce such risks.
- ▶ **Minimise** the outcome of a fall by implementing control measures other than fall arrest systems such as netting.

As part of the WAH regulations it identifies the role of a “Duty Holder” of whom for TFCL will be the appointed person on site. The duty Holder role is to ensure the risk has been assessed and control measures outlined. It will also be a requirement to ensure that:

- All work at height is properly planned and organised.
- Those involved in working at height are trained and competent to PASMA, IPAF standards.
- The site Location/environment where the task is to be undertaken is assessed and deemed safe to work.
- The equipment for work at height is appropriately inspected.
- The risks from fragile surfaces are properly controlled.
- The risks from falling objects are properly controlled.





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Under the regulations it is required that you must do all that is reasonably practicable to prevent a fall.

With such in mind the following must be considered and adopted to further control measures.

- Fixed Scaffold
- MEWPS
- Mobile Towers
- Stepladders/ladders and trestles/platforms
- Fall arrest systems.
- Safety netting
- Signage and barriers

With In respect of the above it is a required to wear all appropriate PPE, i.e., safety helmets, gloves that need to be suitable in line with the equipment being used.

Fixed Scaffold

Due to the nature of our business, we do not recognise the requirement to have suitably trained staff in the erection of scaffolding. TFCL will therefore, where appropriate, employ a company qualified to construct the required scaffolding.

Such a company will need to demonstrate that all relevant staff hold a current certificate (CITB) or other recognise qualification before commencement of works.

MEWPs (Mobile elevated work platforms)

Where it has been identified that a MEWP (Boom, scissor, or truck mounted) is practical and best option to control risks associated to the task, consideration must be given in respect of the environment it is required to work i.e., diesel engine or electric due to confinement that could provide further hazard from exhaust fumes.

All MEWP operators must hold a current IPAF card covering the particular type of MEWP being used.

At point of delivery familiarisation training should be given to the operator along with the current test certificate.

Plant pre use check sheets document (PCFC-HS) should be completed on each occasion the MEWP is used.

The use of a fall body harness and lanyard must be used when using any type of MEWP and is a **MANDATORY** requirement.





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Mobile Towers

TFCL recognises that the use of a mobile tower may be appropriate in line with certain work tasks and in respect of such the following measures must be followed:

- All towers must be erected and inspected by a person holding a current PASMA qualification using document (MTI-HS)
- All towers must be used within the stability and load limits as defined by the manufacturers for the model of equipment being used.

The following measures should also be implemented.

- Each time the mobile tower is assembled or altered it should be inspected.
- The tower should be inspected at least every seven days.
- Incomplete towers left unattended should be clearly marked “Not to be used”.
- Towers should be cordoned off to third parties’ members of the public.
- A purpose made access ladder should be provided inside the tower.

Step Ladders, Ladders, Trestles

When using a Ladder or Step ladder is must be deemed as Type 1 (Industrial) or Type 2 (light trade) do not use a domestic type of ladder Type 3.

Even though ladders and step ladders are not banned under Health & Safety, TFCL identify where reasonably practicable to utilise other means of operations when working at height.

However, such equipment can be a sensible option for low risk and short duration tasks.

All TFCL staff who might be required to use ladders or stepladders must be trained in the use of and maintenance and inspection of such equipment.

An appropriate Ladder register will be implemented where more than one ladder is used that clearly identifies each ladder with its own unique reference number using document (LR-HS) This will be completed to record all inspections dates when the relevant ladder is used or at a time not to exceed 6 months when not in use.

Checks to be undertaken and include the following using document LIFC-HS.

- Rungs – They are not bent, worn, missing or loose.
- Feet – They are not missing or damaged and at times when used in soft ground that could result in material becoming embedded onto feet that could unbalance the ladder when moved into another position.
- Locking Mechanisms –They are not bent or missing, or fixings damaged that could result in the ladder collapsing.



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- Stiles – Ensure they are not bent, warped, or damaged that could result in the ladder to buckle and collapse.
- Treads or steps on stepladders – Are not contaminated with material with the potential to make them slippery, and that all fixings are in place and sound to avoid collapsing.

Ladders must be positioned on level ground and secured at top and bottom, where this cannot be achieved the ladder must be footed whilst in use.

- Position the ladder at 75° or 1 in 4 rule (1 unit out to every 4 units up)
- Ensure the ladder extends 1m above your work point.
- Do not work from the top 3 rungs.
- Do not overreach.
- Always maintain 3 points of contact.

When using stepladders, these are primarily designed for short duration works. You should never stand with feet on the top platform of the stepladder. Always ensure your knees are below the top platform and that you work over the top of the steps and not to the side as this has the tendency to make the stepladder tilt and possibly topple over.

- Stepladders should always be used on level ground.
- No more than one person should use the stepladder at any one time.
- Check all fixings/parts are in place and working.
- Avoid soft surface where the feet may sink that will cause the stepladder to topple.

Trestles should only be used for work less than 2 metre platform height, and handrails used wherever possible.

A safe means of access to the trestle's platform should be provided by use of a secure ladder or stepladder of sufficient height.

Fall arrest systems or restraints equipment should be used at all times when operating a MEWP and in locations when roof work is required, and suitable safety line or anchor points are installed.

A fall body harness should be worn only and in addition a lanyard suitable for the application.

There are 2 types of lanyards.

1. Energy absorbing – in an event of a fall a system of stitched loops rips out that progressively absorbs the energy of a fall in order to reduce the shock loadings on the person falling.
2. Fall restraint – forms a physical restraint that prevents the wearer from getting into a position to which they may fall.



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Both lanyards come in variety of lengths and end fittings to suit various applications of which in some cases inertia type systems may be used to provide slow movement but for sudden movement it locks solid.

Harnesses and lanyards will be issued to each relevant person and recorded on the appropriate inspection form with their unique identification number document (HFC-HS) They will be required to visually inspect the safety equipment each time it is used and record the date of inspection...

Further 6 monthly inspections should be undertaken for absorbing lanyards and 12 monthly/annually for other safety components. (It may be necessary where such items are used in arduous conditions to inspect every 3 months)

Excavations/Fragile surfaces/open chambers

These examples are situations where potential fall from heights may also occur, it is where such operations are undertaken that suitable barrier systems and signage should be installed to prevent such falls.

Barriers of a minimum height of 950mm will be used where excavation works are to be undertaken where the intended excavations are less than 2 metre in depth.

Where such excavations will exceed 2 metres suitable Heras's type fencing will be installed.

Signs will accompany relevant barriers to provide warning and will not be used as a method of protection solely on its own.

Barriers and signs should always be installed to provide persons entering a work environment where surfaces have been identified as fragile or temporary that are not suitable for either pedestrian or equipment to travel over.

Purpose made construction netting may be installed where identified as a safety precaution i.e., fixed scaffolding.

