

|                          |                                  |                     |                    |
|--------------------------|----------------------------------|---------------------|--------------------|
| Project Title:           | Working from ladders in workshop | Risk Assessment No: | <b>FLT-RA01</b>    |
| Task/Activity:           | Working at Height                | Project No:         | 01                 |
| No. of Persons Involved: | Task specific                    | Date Prepared:      | 03-01-2020         |
|                          |                                  | Overall Risk Rating | <b>MEDIUM RISK</b> |

| HAZARDS |  | Likelihood |            |        | Severity     |          |         |          |            | Risk Rating           |
|---------|--|------------|------------|--------|--------------|----------|---------|----------|------------|-----------------------|
| Ref:    | Key hazards associated with the above task / activity. | Probable   | Occasional | Remote | Catastrophic | Critical | Serious | Marginal | Negligible | Likelihood x Severity |
|         |  | 3          | 2          | 1      | 5            | 4        | 3       | 2        | 1          |                       |
| 1       | Falls from height                                      |            |            | x      | x            |          |         |          |            | 5                     |
| 2       | Falling objects  |            | x          |        |              |          | x       |          |            | 6                     |
| 3       | WAH Undertaken Outside ( <i>Weather Conditions</i> )   |            | x          |        | x            |          |         |          |            | 10                    |
| 4       | Ladders footing slipping                               |            |            | x      |              |          | x       |          |            | 4                     |
| 5       |  |            |            |        |              |          |         |          |            |                       |
| 6       |  |            |            |        |              |          |         |          |            |                       |
| 7       |  |            |            |        |              |          |         |          |            |                       |
| 8       |  |            |            |        |              |          |         |          |            |                       |

|                        |                          |                               |                            |
|------------------------|--------------------------|-------------------------------|----------------------------|
| Risk Assessment Scores | <b>10 &gt; High Risk</b> | <b>5 – 9 &gt; Medium Risk</b> | <b>1 – 4 &gt; Low Risk</b> |
|------------------------|--------------------------|-------------------------------|----------------------------|

**Combined Risk Evaluation = 7 Medium Risk**  
 (Combined Score divided by No. of Hazards:- 21/3 = 7)

| PERSONS AFFECTED |   |                   |   |               | PPE REQUIREMENTS |                    |   |                 |   |                        |   |
|------------------|---|-------------------|---|---------------|------------------|--------------------|---|-----------------|---|------------------------|---|
| Operatives       | x | Members of Public |   | Site Visitors | x                | Harness & Lanyard  |   | Hi-Viz Clothing | x | Respiratory Protection | x |
| Other Workers    | x | Managers          | x | Young Persons |                  | Hearing Protection | x | Eye Protection  | x | Head Protection        | x |
| Other People     | x |                   |   |               |                  | Gloves             | x | Safety Footwear | x | Tool-Tether-Belt       | x |

|                |   |              |   |   |    |                 |                                      |        |                    |  |
|----------------|---|--------------|---|---|----|-----------------|--------------------------------------|--------|--------------------|--|
| Likelihood (L) | 3 | Severity (S) |   |   |    |                 | Risk Rating                          | Action |                    |  |
|                |   | 1            | 2 | 3 | 4  | 5               |                                      |        |                    |  |
|                | 3 | 3            | 6 | 9 | 12 | 15              |                                      |        | <b>High Risk</b>   | Stop the task/activity until controls can be put into place to reduce the risk to an acceptable level      |
|                | 2 | 2            | 4 | 6 | 8  | 10              |                                      |        | <b>Medium Risk</b> | Determine if further safety precautions are required to reduce risk to as low as is reasonably practicable |
| 1              | 1 | 2            | 3 | 4 | 5  | <b>Low Risk</b> | No further action, keep under review |        |                    |  |

|                                  |               |                   |                    |
|----------------------------------|---------------|-------------------|--------------------|
| Risk Assessor                    | Graham Barker | Name / job title: | Engineer / Partner |
| Details of any persons consulted |               |                   |                    |

| <b>ADDITIONAL CONTROL MEASURES</b>   |  |
|--|--|
| Information / Instruction / Training   | Managerial Controls  |
| <p>All operatives to be made aware of the risks and ensure adequate supervision is provided and that control hazards associated with working at height and to specific measures remain valid for the duration of the work and be instructed in the contents of the method statement and/or safe system work.</p> <p>All workers to be provided with training in safe manual handling techniques</p> <p>Train all operatives to use, and understand the need for appropriate PPE, as and when required,;</p> <ul style="list-style-type: none"> <li>• Hard Hat (EN 397:2012)</li> <li>• Safety Glasses (EN 166:2001)</li> <li>• Safety Goggles (EN 166:2001)</li> <li>• Ear defenders – Overhead type (EN 352-1:2002)</li> <li>• Ear defenders – Plug type (EN 352-2:2002)</li> <li>• Gloves (EN 388:2003) Cut res-1</li> <li>• Safety Footwear (EN 20345:2004)</li> <li>• Hi-Vis Vest (EN 20471:2013)</li> <li>• Lanyard (EN 354:2010)</li> <li>• Safety Harness (BS EN 363:2008)</li> </ul> | <p>Ensure adequate supervision is provided and that control measures remain valid for the duration of the work</p> <p>If any chemicals or substances are used, please ensure you have a copy of the relevant COSHH Assessment and ensure you have read it.</p> <p>Consider using a Harness, Lanyard and Tool-Tether-belt when working at height.</p> <p>If necessary, all staff to be trained in the use and inspection of their harnesses and lanyards (<i>or Tool-Tether-Belt if working area allows</i>)</p> <p><b>All Operatives on site to have sufficient Training in PPE.</b></p> |
| Physical Controls  | Procedural Controls  |
| <p>A safe system of access and egress to the working area shall be provided, for short duration work this may involve the use of a securely footed ladder, (<i>see Ladder RA</i>), or step-ladder, (<i>see Step-Ladder RA</i>).</p> <p>If using telescopic ladders, always ensure that each section is extended equally and to ensure the locking mechanism between the sections is properly engaged before the ladder is climbed.</p> <p>The working area shall provide protection from and to both pedestrians and other vehicle users if &amp; where applicable.</p> <p>For short duration work the use of step-ladders (<i>see Step-Ladder RA</i>) will be used to provide access to and from the work area as necessary.</p> <p>For longer duration work 15 mins, the use of a full scaffold with toe boards, double guard rails and ladder access shall be considered.</p>   | <p>No materials or debris shall be allowed to be thrown from any height.</p> <p>A full method statement and/or safe system of work must be prepared prior to the commencement of any works.</p> <p>Warning signs shall be erected stating “men working at height”.</p> <p>Falling material guarding shall be considered to provide protection to persons below.</p> <p>If any work at height is to take place outside, then works shall not be permitted to take place during periods of adverse weather such as in strong winds or wet weather.</p>                                     |
| HSE & Other Guidance   | Comments   |
| <ul style="list-style-type: none"> <li>• Work at Height Regulations 2005</li> <li>• BS EN131 Class 1 - Timber Ladders, Steps, Trestles, Aluminium Ladders, Steps, Trestles, Aluminium Staging's (Hop-Ups) and Telescopic Ladders.</li> <li>• INDG367 Inspection of Fall Arrest Equipment made from Webbing or Rope</li> </ul>  | <p>See other specific assessments if using MEWPs, Ladders, Step-Ladders, Scaffold, Tower Scaffold, etc.</p>  |

|   |  |
|---|--|
|   |  |
| Specific Site Assessment Details  | Site Comments  |
| <p>On each site and each location, the generic assessment that follows must be reviewed to ensure that all 'site-specific' significant hazards and their risks are identified and controlled. Completion of this part of the document will ensure that your assessment is both appropriate and complete.</p>  |  |
| <p>FREQUENCY AND DURATION OF ACTIVITY:</p> <p>ANY ADDITIONAL SPECIFIC HAZARDS IDENTIFIED:</p> <p>ANY ADDITIONAL CONTROL MEASURES REQUIRED:</p> <p>ASSESS THE REMAINING RISKS USING GRID ABOVE:    Low / Medium / High</p> <p>SERIOUS AND IMMINENT DANGERS IDENTIFIED:</p> <p>EMERGENCY ACTION REQUIRED:</p> <p>IF YES, WHAT ACTION</p> <p>EMERGENCY TELEPHONE NUMBER(S)</p> | <p>Ladders <b>MUST NOT</b> be used for a duration greater than 15-30mins.<br/>A working platform is advised if longer period is required.</p> <p>Over reaching<br/>Ladder Angle 75' degress to horizontal.<br/>Instability of ladder. (<b>MUST BE</b> tied off)<br/>Ladder is <b>NOT</b> on Uneven ground</p> <p><b>Full inspection</b> of all ladder before any work is carried out.<br/>All ladders <b>MUST BE</b> marked with a safety tag and there last inspection date<br/>Security of ladders before use.<br/>Ladders <b>MUST NOT</b> be used for assess over 5m in height.<br/>Overhead obstacles, correct ladder positioning.<br/>Hard hats <b>MUST BE</b> worn when appropriate</p> <p>Medium</p> <p>Falls.<br/>Falling items</p> <p>Notify company First Aider<br/>Then "CALL 999"</p> <p>999</p> <p>Joanna Dumill    Company First Aiders    Alex Dumill</p> |

