

Working at Heights Policy

The Health and Safety at Work Act 1974
The Work at Heights Regulations 2005
Management of Health and Safety at work Regulations 1999
Lifting Operations and Lifting Equipment Regulations 1998
Provision and Use of Work Equipment Regulations 1998

Introduction

- 1.1 Baskerville Reclamation Ltd recognises its responsibility for the provision and maintenance of a safe and healthy working environment and for taking all steps that are reasonably practical to achieve this objective.
- 1.2 Each Director is directly responsible for the health, safety and welfare arrangements and will be accountable for the satisfactory performance of this duty.
- 1.3 Baskerville Reclamation Ltd is committed to implementing the Work at Height Regulations and to help prevent the likelihood of accidents caused by working at heights.

2. Definitions

- 2.1 “Fall”: the act of dropping from one position to a lower position, by force of gravity.
- 2.2 “Trip”: a stumble or misstep caused by striking one’s foot against an object, so as to lose one’s balance.
- 2.3 “Working at height”: Work in any place (including a place at ground level, or below ground level) from which a person could fall. This includes accessing or leaving a place of work, except by using a permanent stairway
- 2.4 The definition of “working at height” is wide-reaching, but action is only necessary where the risk of injury is significant. The nature and extent of the action required increases, as the significance of the level of risk and/or the significance of the possible injury increases.
- 2.5 The main difference between tripping (governed by the Workplace (Health Safety and Welfare) Regulations 1992) and falling (governed by the Work at Height Regulations 2005) is the distance which the employee is likely to travel downwards after (s)he falls over.

3. Key Principles

- 3.1 The key principles of this policy are to prevent, as far as is reasonably practicable, the likelihood any person falling a distance likely to cause personal injury.
- 3.2 The hierarchy for safe working at height is as follows:
 - Avoid the risk by not working at height. Where it is reasonably practicable to carry out the work safely other than at height do so.
 - Prevent falls – where it is not reasonably practicable to avoid work at height, the level of risk should be assessed, and measures introduced to allow the work to be done whilst preventing people or objects falling. This might include ensuring the work is carried out safely from an existing place of work or choosing the right equipment to prevent falls.
 - Mitigate the consequences of a fall – where the risk of people or objects falling remains steps should be taken to minimize the distance and consequences of such falls. This also involves the selection and use of work equipment and preventing those not involved with the work entering the hazardous area.

4. The Role of the Manager

- 4.1 Managers/ Supervisors are responsible for the implementation of this policy and must:
 - Ensure so far as is reasonably practicable that any activities that could result in a fall are identified and ensure so far as is reasonably practicable, the health, safety and welfare at work of all employees.

- Make a suitable and sufficient assessment of the risk of employees before working at height, and record this process. Consideration should be given to an individuals capabilities when working at height. The risk associated with the activity must be reduced to the lowest level reasonably practicable.
- Ensure so far as is reasonably practicable that work at height is properly planned and organized including planning for emergencies and rescue.
- Select work equipment that is suitable for the task it has been selected for.
- Ensure so far as is reasonably practicable that as far as is reasonably practicable the place where the task is to be undertaken is safe. This should include the provision of features to prevent a fall, unless this would mean that it is not reasonable practicably for the work to be done.
- Ensure, so far as is reasonably practicable, equipment required for working at height is inspected and maintained at suitable intervals by a competent person as outlined by the manufacturers instructions and as required by PUWER (The Provision and Use of Work Equipment Regulations 1998 & LOLER (lifting operations and lifting equipment regs 1998) Further information on inspection and maintenance contact Team leader or director.
- Ensure, so far as is reasonably practicable that suitable and sufficient steps are taken to prevent, so far as reasonably practicable, the fall of any material or object from a height.
- Not permit anyone to work at height if there is suspicion of their being intoxicated or that their work may be influenced by alcohol, or drugs (either prescribed or illegal).
- When contractors are carrying out work at height ensure that they are aware of this policy and its contents if there is a significant risk of injury to themselves and others.

5. The Role of the Employee

5.1 Employees whilst at work must:

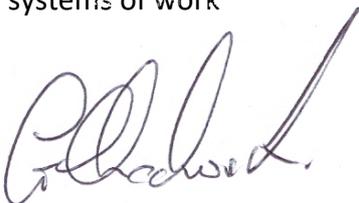
- Take reasonable care for the health and safety at work of themselves and other persons affected by their actions.
- Comply with the requirements of Working at Heights legislation and subsequently, this policy.
- Report any activity or defect relating to work at height which they believe is likely to endanger the safety of themselves or others.
- Use any work equipment or safety device provided to them in accordance with any instructions or training they have received in the use of that equipment or device.

6. The Role of the Sub Contractor

6.1 Sub-Contractors must:

- Comply with the Work at Height Regulations and subsequently, this policy.
- Before work commences Sub-contractors must supply copies of the following documents:
- Risk assessments
- Method statements
- Safe systems of work

Signed



G.Chadwick

Managing Director

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