

OBLIGATORY – Additionally to the Standard H&S Training, all IDEAL CCTV Engineers must study this in depth and be given 1 hour to experiment with the ‘WAIT’ tool at www.hse.gov.uk/falls/ prior to being assigned any tasks including working at height!

www.hse.gov.uk/falls/

What you must do

The [Work at Height Regulations](#) aim to prevent deaths and injuries caused each year by falls at work.

They apply to all work at height where it is likely someone will be injured if they fall.

The regulations set out three simple rules for work at height:

- **AVOID** work at height if you can - If you don't need to go up there, don't!!
- If work at height cannot be avoided **PREVENT** falls by selecting and using the right access equipment
- **MINIMISE** the impact of any fall. Where you cannot eliminate the risk of a fall, use work equipment or other means to minimise the distance and consequences of a fall, should one occur

Each point should be considered in the order shown.

You should only be considering types of access equipment once you have decided that work at height is unavoidable.

Any work at height **MUST;**

- Be kept to a minimum
- Be properly planned
- Be appropriately supervised
- Be carried out by someone who is trained and competent and able to complete the task safely. The competent person must be able to erect, use, dismantle or operate as appropriate the selected access equipment.

Do not attempt to carry out any work at height in unsuitable weather conditions (eg wind, rain or ice!)

If you are going to work at height you should be trained and competent, and be able to;

- complete the task safely
 - erect/use/dismantle or operate as appropriate the selected access equipment
- If you are still being trained you should be supervised by a fully trained and competent person.**
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How to manage the risks

When planning work at height you need to carry out a 'risk assessment'. This should supplement your overall health and safety risk assessment.

You don't need to overcomplicate the process. The risks for working at height are usually well known and most necessary control measures are easy to apply.

The law does not expect you to eliminate all risk, but you are required to protect people by minimising risk as far as 'reasonably practicable'.

A risk assessment is simply

- a careful examination of the work at height task to identify hazards and
- a consideration of whether the hazards pose a risk that could cause harm to people.

Workers and others have a right to be protected from harm caused by a failure to take reasonable control measures.

You should always consider whether you have taken enough precautions or should do more to prevent harm.

If you have to work at height

- **Use an existing safe place of work to access work at height** - don't cut corners, if there is already a safe means of access such as a permanent stair and guardrailed platform use it!
- **Provide or use work equipment to prevent falls**, such as scaffolding , mobile access towers or mobile elevating work platforms (MEWPs) which have guardrails around the working platform.
- **Minimise** distance and consequences of a fall, for example by using a properly set up stepladder or ladder within its limitations for low level, short duration work only.

Please note this toolkit deals with access equipment to help you get to places to carry out work - nets and airbags are not access equipment and are not listed in the access equipment table.

For more advice go to:

- [Five Steps to risk assessment](#)
 - [Work at height - The basics](#)
 - [A brief guide to the Regulations and Managing Risk](#)
-

Selecting the right access equipment

All access equipment should be used by a competent person in its erection/use/dismantling or operation. If you're still being trained, you should be supervised by someone who is competent to use the access equipment and carry out the task.

Avoid working on fragile roofs

All roof work is dangerous. Roof workers account for 24% of all those who are killed in a fall from height - the biggest category of worker by far.

Any fall from a roof will at the very least involve a serious injury. The risks are substantial, however long or short the work. Many have been killed who only meant to be on the roof for a few minutes 'to have a quick look' or to carry out a small repair.

If you intend to work on a roof you need the appropriate knowledge, skills and experience to work safely, or you need to be under the supervision of someone who is competent.

Protection against falls is required whenever anyone works on or near fragile materials. A fragile material is one that does not safely support the weight of a person and any load they are carrying. Suitable protection will normally include a combination of coverings, guard rails, safety nets and safety harnesses.

For further information on roof work see [INDG284 \[PDF\]](#) and refer to the [Advisory Committee for Roofwork website](#).

Rope Access techniques

Rope access techniques are a specialist area where you need formal training before it becomes an option. For more information contact [Industrial Rope Access Trade Association International \(IRATA\)](#)

Do not use your equipment in dangerous weather conditions

The Work at Height Regulations 2005 specifically state that work should not be carried out if weather conditions could endanger the health and safety of workers.

Work at height should not be carried out in unsuitable weather conditions (e.g. when it is windy, raining heavily or icy) which present a risk for the equipment used and the task.

Always check the surface conditions

Always check that the surface conditions on which your access equipment will stand is level, firm, stable and as appropriate, clean and dry.

Here are some Work at height examples

Installation of CCTV equipment

Mounting 3 CCTV cameras on the walls of a shopping centre (longer than 30mins)



Factors to consider

- Height - the cameras are to be mounted at a height of 3m.
- Surface Conditions - The floor is even, stable and dry.
- Access to the job is not restricted.
- Work duration - the work is expected to be of short duration as it involves screwing the cameras onto the walls. The cameras weigh less than 10kg.
- Work activity - 'medium' as it involves using both hands to lift and screw the cameras onto the walls.
- Time between equipment movements - expected to be short.
- The weather conditions are fine and dry with a gentle breeze so it is safe to use the equipment.

With all of these conditions, the access equipment that could be considered includes, either a mobile access tower or mobile elevating work platform (MEWP).

HSE Key Message : All access equipment should be used by a competent person in its erection/use/dismantling or operation. If you're still being trained, you should be supervised by someone who is competent to use the access equipment and carry out the task.

- [The Selection and Management of MEWPs \[PDF\]](#)
- [Tower Scaffolds \[PDF\]](#)

WAIT Tool

If you don't work at height very often or are unsure about which type of access equipment to use, it is important that you assess the risks and select the right equipment for the job. The following table will provide you with some possible solutions.

It provides you with details of some of the most common types of access equipment. There are of course, also many other types of access equipment available.

Height of working platform	Work duration	Time between equipment movements	Is access to the job restricted?	Work activity	Does the access equipment need to be freestanding?
1.5 to 6 m	Less than 30 minutes	Less than 30 minutes	No	Light	No

Reset >> **Show all equipment regardless of parameters of the task** >>

Results

- Mobile Access Tower:** [find out more](#)
- MEWP scissor multi user:** [find out more](#)
- MEWP scissor single user:** [find out more](#)
- MEWP boom multi user:** [find out more](#)
- MEWP boom single user:** [find out more](#)
- Podium steps:** [find out more](#)
- Leaning ladder:** [find out more](#)
- Step ladder:** [find out more](#)
- Fixed scaffold:** [find out more](#)

The table does not specifically deal with horizontal reach. However equipment such as certain types of mobile elevating work platforms (MEWPs) will provide horizontal reach. You should always refer to the manufacturers information for more details.

Definitions Approximately..

WAIT Tool - Mozilla Firefox

File Edit View History Bookmarks Tools Help [a](#) Alexa: -

http://www.hse.gov.uk/falls/wait/wait-tool.htm

WAIT Tool

Height of working platform	Work duration	Time between equipment movements	Is access to the job restricted?	Work activity	Does the access equipment need to be freestanding?
0 to 1.5 m	Less than 30 minutes	Less than 30 minutes	No	Light	Yes

[Reset >>](#) [Show all equipment regardless of parameters of the task >>](#)


Results

Mobile Access Tower: find out more	Podium steps: find out more
Step ladder: find out more	Hop up: find out more

The table does not specifically deal with horizontal reach. However equipment such as certain types of mobile elevating work platforms (MEWPs) will provide horizontal reach. You should always refer to the manufacturers information for more details.

	Definitions	Approximately..
Is access to the job restricted?	Yes	equipment requires larger width than a standard doorway
	No	equipment will fit through a standard doorway
Work activity	Light	cleaning windows, replacing light bulbs, painting/decorating, inspection
	Medium	replacing roof tiles, or a small pane of glass or light building works
	Heavy	building, replacement of heavy machine parts

[Why is it important? >>](#)



WAIT Tool - Mozilla Firefox

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WAIT Tool

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0 to 1.5 m	Less than 30 minutes	Less than 30 minutes	No	Medium	No


[Reset >>](#) [Show all equipment regardless of parameters of the task >>](#)

Results

Mobile Access Tower: find out more	Fixed scaffold: find out more
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WAIT Tool - Mozilla Firefox

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WAIT Tool

Height of working platform	Work duration	Time between equipment movements	Is access to the job restricted?	Work activity	Does the access equipment need to be freestanding?
1.5 to 6 m	Less than 30 minutes	Less than 30 minutes	No	Medium	Select


Reset >> Show all equipment regardless of parameters of the task >>

Results

Mobile Access Tower: find out more	MEWP scissor multi user: find out more
MEWP scissor single user: find out more	MEWP boom multi user: find out more
MEWP boom single user: find out more	Fixed scaffold: find out more

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WAIT Tool - Mozilla Firefox

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WAIT Tool

Height of working platform	Work duration	Time between equipment movements	Is access to the job restricted?	Work activity	Does the access equipment need to be freestanding?
Above 6m	Less than 30 minutes	Less than 30 minutes	No	Medium	No


Reset >> Show all equipment regardless of parameters of the task >>

Results

Mobile Access Tower: find out more	MEWP scissor multi user: find out more
MEWP scissor single user: find out more	MEWP boom multi user: find out more
MEWP boom single user: find out more	Fixed scaffold: find out more

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Leaning ladder

HSE key message is that ladders should be used for low risk, short duration work.

Ladders are classified for type of use.

- EN 131 is for trade and light industrial use;
- BS2037/BS1129 Class 1 for heavy duty and industrial use; and
- BS2037/BS1129 Class 3 is for domestic use.

Manufacturers must always supply information about the specification of their ladders and provide information such as maximum working load.

People should only use a ladder, step ladder or stability device if they are competent. Users should be trained and instructed to use the equipment safely.

Possible hire cost: in the region of £70 per week

Set up time; minimal

More information:

- [Falls - leaning ladders](#)
- [Falls - using ladders safely](#)

Additional links:

- [INDG403 - A toolbox talk on leaning ladder and stepladder safety \[300KB\]](#)
- [INDG402 - Safe use of ladders and stepladders \[PDF 318kb\]](#)
- [INDG405 - Top tips on ladder and stepladder safety \[PDF 38kb\]](#)
Useful information on safe ladder use in a handy pocket size.
- [The Ladder Association](#)
- [Ladder Association Book 2](#)

Why is it important to use the right equipment?

- [Worker crushes hand when ladder slips](#)
- [Man killed in fall from temporary office unit](#)
- [Two men injured in fall when handler driver chooses wrong gear](#)
- [Ladder fall put family's plans on hold](#)

Worker crushes hand when ladder slips

Michael Norton was carrying a double-glass glazed unit while climbing a ladder. As he almost reached the top, the ladder suddenly slipped against the door frame it was leaning on. Michael fell and crushed his hand between the wall and the glass unit. He had to have three steel rods inserted to hold the bones together.

His life has been shattered and he can no longer grip things, which affects all his daily activities. The shattering glass could have killed him.

This wouldn't have happened if Michael had used a tower scaffold, which would have been much more suitable for the job.

Man killed in fall from temporary office unit

David Boulton was unloading a temporary office unit from a lorry. He was standing on top of the unit to attach a sling from a crane when he fell on to the road, suffering fatal head injuries.

HSE investigators found flaws in the company's safety systems.

This wouldn't have happened if David had used a scissor lift to access the top of the unit and staff had been trained, supervised and kept up to date, with safety systems that were easy to understand.

[Read David's story](#)

Two men injured in fall when driver chooses wrong gear

Two horticulture employees suffered major injuries when the steel mesh cage they were working in fell from the forks of a telescopic handler. The lifting cage was not secured to the forks of the vehicle. The two employees were cutting the top off a line of conifer trees using a bow saw. When they finished, they shouted to the driver to lower them, but he selected forward gear instead of reverse, causing the vehicle to move forward suddenly. The cage fell almost three metres to the floor with the men still inside.

This wouldn't have happened if the driver of the telescopic handler had been trained to do the lifting operation safely.

[Examples of generic good practice in the planning and assessment of tasks requiring work from height.](#)

Ladder fall puts family's plans on hold

Paul Ramsden had been a painter and decorator for 26 years when he fell 26 feet off a ladder. The impact of the fall broke every bone on the left side of his body and changed his life forever. He can no longer go cycling with his children or walk his dog, and his relationship with his wife has been deeply affected. She had recently had a baby and because he was unable to work, all the family's plans for the future were put on hold. Nearly three years later he still cannot work.

This wouldn't have happened if Paul had used a tower scaffold.

Further information

- [Examples of generic good practice](#)

Subcontract safely

Anyone involved in assembling or using access equipment, for example scaffolding or Mobile elevating working platforms (MEWPs) such as scissor lifts, must be trained and competent to do so. This includes any contractors.

For scaffolding and powered access equipment such as MEWPs, in particular, there are widely recognised training schemes providing certificates or licenses to those who have completed general training. It is also important that workers are familiar with the specific equipment in use, particularly with MEWPs as their features can differ considerably between makes and models

What you should consider when you subcontract work to others

You must:

- check the health and safety performance and competence of the people you plan to use for the work.
- give them the health and safety information they need for the work..
- talk about the work (including the access and health and safety aspects) with them before they start.
- make sure that you have provided everything you agreed (e.g. safe scaffolds, the right plant, access to welfare, etc).
- check their performance and remedy problems with, or deviations from, the planned work.

[Selecting Competent Contractors for Work at Height](#)

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