



	Hazard	Persons affected	Control Measure This list is not exhaustive
01.	Poor maintenance of access equipment (e.g. ladders, steps, scaffolds).	✓ Contractors, members of public, operatives using equipment	<ul style="list-style-type: none"> - Regular inspections of equipment before every use and records kept. - Three-monthly inspections of access equipment by a competent person and records kept. - Defective equipment to be reported to manager. - Immediate removal and disposal of access equipment found to be defective prior to use. - Suitable personal protective equipment must be available.
02.	Inappropriate use of tower scaffolds causing trips and falls.	“	<ul style="list-style-type: none"> - Equipment to be used only where there is a firm, level surface. - All equipment to be visually inspected before use and records kept. - Appropriate footwear to be worn. - Safe system of work in place for work involving tower scaffolds. - Staff who use tower scaffolds to be PASMA trained. - Equipment should be suitably stored after use. - Work at height training to be undertaken.
03.	Inappropriate use of ladders/stepladders.	“	<ul style="list-style-type: none"> - Ladders only to be used for low risk work and a short duration of time (maximum of 30 minutes). - All equipment to be visually inspected before use and records kept. - All ladders to be inspected by a competent person every three months. - Ladders to be made secure by tying at the top and bottom or footed by a person at the base of the ladder. - Equipment to be placed on a suitable firm and level base. - Safe procedures e.g. three points of contact to be maintained at all times when working to avoid overreaching. - Equipment used to be class 1 'Industrial' or EN131 types. - Appropriate footwear to be worn.

			<ul style="list-style-type: none"> - Equipment should be suitably stored after use. - Work at height training to be undertaken.
04.	Working on Fragile surfaces; carrying out roof work.	“	<ul style="list-style-type: none"> - Avoid the need to work on/near/pass across a fragile surface wherever possible e.g. repairing a skylight from underneath using a tower scaffold. - No access to fragile surface allowed except by authorized persons or specialist contractors using appropriate equipment. - Use of suitable fixed access e.g. stairs/ladders rather than temporary equipment where possible. - Fragile surface identified with suitable and prominent signage. - Use of suitable working platforms with guard rails during work on or near a fragile surface. - Use of suitable PPE identified from the Personal Protective Equipment checklist.
05.	Falls from height.	“	<ul style="list-style-type: none"> - Specific risk assessment to be undertaken prior to all work at height activities. - Use of long handled tools where appropriate. - Suitable equipment used for specific jobs. - Staff not to use furniture or other inappropriate fixed/mobile structures for working at height. - Consider use of fall arrest systems depending on nature of task, equipment and duration. - Adequate and appropriate signs in place to warn of hazards below work area. - Work scheduled to take place when persons/others are not in the immediate area. - Ensure operatives trained to work at height.
06.	Carrying of materials.	“	<ul style="list-style-type: none"> - On a ladder or stepladder do not overload it - the person and anything they are taking up should not exceed the highest load stated on the ladder - on a ladder where you must carry something you must have one free hand to grip the ladder - If a task involves a worker carrying more than 10 kg (a bucket for example) up the ladder or steps it will need to be justified by a detailed manual handling assessment
07.	Poor weather conditions causing slips.	“	<ul style="list-style-type: none"> - No work at height to be done outside in poor weather.

08.	Risk of electrocution.	“	<ul style="list-style-type: none"> - Contact with overhead and hidden cables. - Use of hand tools or battery operated tools wherever possible. - All portable equipment must be PAT tested every year. - Regular inspections of equipment before and after use.
09.	Lack of training.	“	<ul style="list-style-type: none"> - All staff who are involved with working at height need to be trained and be competent. This includes involvement in organisation, planning, supervision and the supply and maintenance of equipment.
10.	Lack of personal protective equipment (PPE).	“	<ul style="list-style-type: none"> - PPE may be required; the Personal Protective Equipment checklist should be completed.
11.	Being hit by Falling objects.	“	<ul style="list-style-type: none"> - Good housekeeping in place to ensure nothing is stored in such a way that it will fall from height. - Materials, tools or debris must not be thrown down from height. - Areas where there is a risk of a falling object needs to be clearly indicated and unauthorized people need to be kept from it. - Tool belts to be used to prevent fall of tools/materials from pockets etc. - PPE may be required; the Personal Protective Equipment checklist should be completed.
12.	Poor flooring or area where work at height is to be carried out.	“	<ul style="list-style-type: none"> - Each individual area where work at height is to be carried out needs to be inspected before use e.g. floors surfaces, guard rails etc. and records kept.