



<b>Site Number and Name</b>	<b>1912 Lincolns Inn TA Centre</b>
<b>Risk Assessment Number</b>	04
<b>Date of Assessment</b>	30 <sup>th</sup> October 2008
<b>Subject</b>	Using Access Towers and Scaffolding

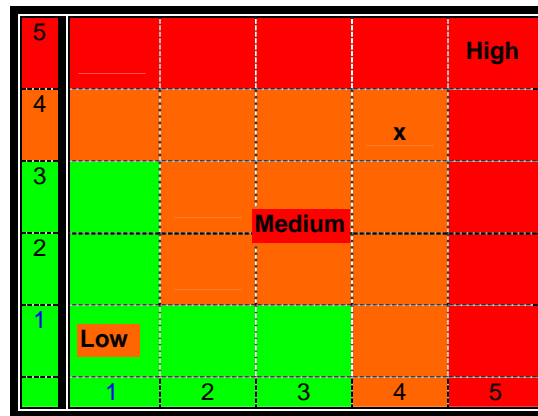
**Persons Affected:** Employees, Other Workers, and Members of the Public

**Hazards:**

<b>Contact With Overhead Electric Cables</b> – Electrocutation, Burns, Death
<b>Weather</b> – Stability In High Winds, Hypothermia
<b>Falls From Height</b> – Overreaching, Scaffold Collapse, Overturning of Scaffold
<b>Falling Materials</b> – Tools, Containment, etc
<b>Collision</b> – Traffic, People

**Assessment:**

***Likelihood***



***Severity***

The Overall Risk From These Hazards Is	Medium	-	High
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**General Control Measures:**

1. Access and egress points into buildings will be clearly defined. Staircases, passageways will be kept clear of obstructions. Ensure there are adequate lighting levels. Provision of suitable working platforms, fully boarded with toe boards and guard rails. Adequate means of escape in the event of fire. Bridge walkways should be provided and used at access points across excavations. Provision of ladders to scaffolds, excavations and mobile towers. Rigid guard rails are required around excavations, openings in floors and roof edges. Openings in floors should be securely covered and warning notices displayed of the potential hazard beneath.
2. Ensure that the ladder is free from any defects. Ensure that it is suitable for the works required, i.e. long enough, extending 5 rungs (1.1m) above work area or landing platform. Always ensure the ladder is tied at the top or secured at the bottom. Always maintain 3 points of contact with the ladder. Ensure the ladder is on a firm base, if necessary use a



board on soft ground. Do not place materials so that access and egress to and from the ladder is unsafe. Ensure the ladder is at the correct angle – 1 metre out for every 4 metres high. Ensure that the steps are at right angles to the work. Steps are not designed to take any degree of side loading. Other than short duration, and where practicable never work from ladders they are for access/egress only. Damaged step ladders must be taken out of use for repair or destruction or returned to the supplier.

3. Indoor scaffolds are designed for light work of short duration. Always follow the manufacturer's erection instructions. Avoid using on uneven ground or near overhead electric cables. Never increase working height on platform by using boxes, etc. Do not use folding trestles as a substitute for folding stepladders. Access onto the staging should be via folding stepladders. Ensure the staging is not overloaded and kept free from tripping hazards. Prior to use check equipment for defects. Report defective equipment and remove it from service.
4. When using mobile tower scaffolds always follow the manufacturer's erection instructions. The selection, erection and dismantling of mobile scaffold towers must be undertaken by a competent and trained person. Avoid using on uneven ground or near overhead electric cables. Never increase working height on platform by using boxes, etc. Always gain access to work platform on inside of tower using fixed proprietary ladders. Always lock the wheels before use. Ensure height to base ratio is not exceeded. Observe safe working load requirements. Ensure working platform is fully boarded and toe boards are fitted. Ensure guardrails are fitted at correct height. Tie tower to the building structure when necessary. Do not use incomplete towers. Always inspect prior to use.

The Resulting Risk Level After The Implementation Of These Control Measures Is	<b>Low</b>
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This risk assessment will be reviewed on an annual basis or as a result of any incident involving Access Towers & Scaffolds and legislative changes.

Signed by: *Mark Ibbotson*

Date: 30<sup>th</sup> October 2008