



North Lane, Marks Tey
Colchester CO6 1EG
01206 211140



**BS EN ISO
9001:2008**

- **Quality Management Systems**

**BS EN ISO
14001:2004**

- **Environmental Management
Systems**

**BS OHSAS
18001:2007**

- **Occupational Health & Safety
Management**



Method Statement & Risk Assessment

Relating to;

The safe erection, adapting & dismantling of various access and support scaffold structures utilising traditional tube and fitting and other system scaffolding.

for



at

Blackwall Reach *phase 1b*
Poplar High St, Poplar
London E14 0BB



DOCUMENT NO: HIL 006/JC/002 REVISION: **00**

Assessment: 22/08/2017

Scaffolding H & S Manager (*author*)

Joe Coull



Construction Manager

Charlie Moye

Document Will be Periodically Reviewed at Periods Not Exceeding 3 Months

Prepared By Joe Coull *Tech IOSH* Health And Safety Manager

Method Statement & Risk Assessment Contents Page

Page 3	-	1. Emergency Procedures
Page 4	-	2. On-site PPE requirements 3. Project Team
Page 5	-	4. Time/Duration 5. Introduction
Page 6	-	6. Sequence of works
Page 7	-	7. Delivery and Off Loading Materials 8. Use of Lorry Loader (Hi-Ab) 9. Working Safely on Trailers
Page 8	-	10. Method of Slings Scaffold Materials
Page 9	-	11. Erection of Scaffolds
Page 13	-	12. Erection of Bridging Beams Section
Page 14	-	13. Installation of Scaffold Sheeting/Netting 14. Dismantling of Scaffolding
Page 15	-	15. Resources 16. Plant and Equipment 17. Monitoring & Compliance
Page 16	-	18. Risk Assessments
Page 27	-	19. Rescue Plan
Page 30	-	20. Rescue Plan Register
Page 32	-	21. Method Statement & Risk Assessment Explanation Register
Page 34	-	22. Method Statement 3 Monthly Review Register
Page 35	-	23. Manual Handling Assessment
Page 37	-	24. COSHH Assessment

1. **Emergency Procedures** (All accidents must be reported and recorded in the accident book)

Emergency Muster Point



**The Compound
Car Park Area**

First Aiders

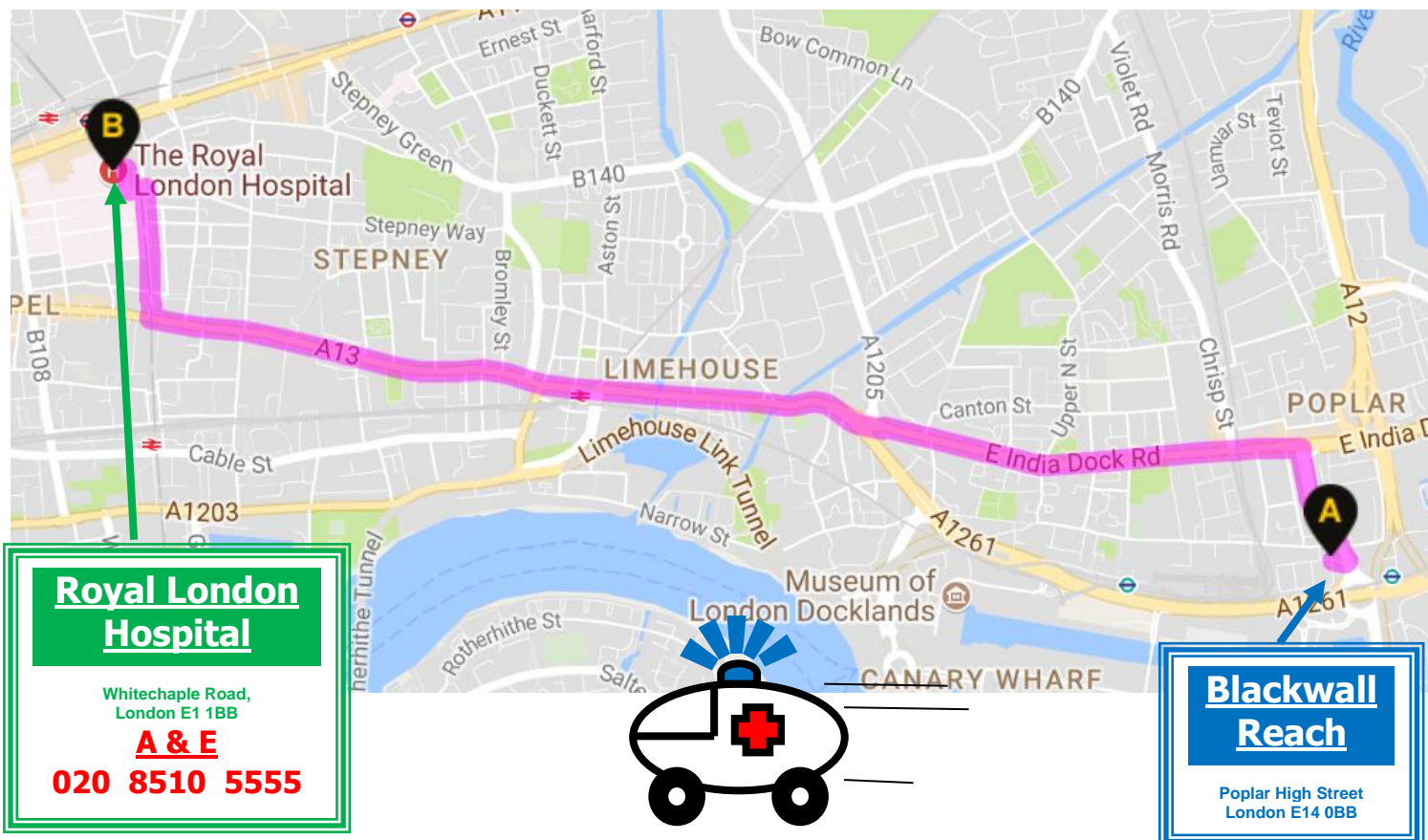


Keith Fisher	07966 317 869
Tim Davies	07966 312 171
Hatib Singhateh	07966 317 861

ALL SCAFFOLDS MUST BE FITTED WITH A SECURED LADDER ACCESS
When being worked on by scaffolders - to Working At Height Regulations 2005 standard
FOR SCAFFOLDERS TO USE IN AN EMERGENCY AS PER HILL FIRE ARRANGEMENTS

All accidents, including near misses, are to be reported to Swift Scaffolding Ltd & team. An entry of the incident is to be recorded in both incident books. If an injury renders an operative unable to make an entry in the incident book, this should be completed by a witness or someone who is able to enter the account of the incident. Injured personnel should, where possible, report to the first aid facility for treatment. Where emergency first aid treatment or the emergency services are required then Swift Scaffolding Management & Hill Holdings Limited must be informed immediately to enable them to initiate the necessary action. All RIDDOR category accidents will be investigated by Swift Scaffolding Ltd and a copy of the report will be submitted to the Principal Contractor along with a copy of the HSE statutory accident report form F2508A/F2508D for disease. Any accident that results in the injured person needing hospital treatment or is absent the following day must be reported immediately to Swift Scaffolding Ltd Group Health & Safety Manager – Ned Fogarty

Location of Local A&E






2. On-site PPE requirements



ALL Activities



-  Hard Hat
EN 397
-  Safety Glasses
EN 166
-  Personal Fall Arrest
EN 361/354/355
-  Hi-vis
EN 471 class 2
-  Gloves
EN 420/388
-  Tool Tethers
89/686/EEC 5kg
-  Safety Boots
EN 344/345

Drilling or Cutting

-  Hearing Protection
EN 149
-  High Impact Safety Glasses/Goggles
EN 166
-  Dust Mask
EN 352

Cutting of materials must only be done away from the workface in a secure and safe place where off-cuts can be contained

****NO SHORTS TO BE WORN ON SITE****

All protective equipment shall conform to the most current European Norm and/or British Standard

3. Project Team

Senior Contracts Manager:	Charlie Moye	07950 591 101
Group Health & Safety Manager:	Ned Fogarty	07714 418 238
Scaffolding Health & Safety Manager:	Joe Coull	07921 871 253
Contracts Supervisor:	Gavin Cardno	07764 897 075
Site Foreman:	Mark Papworth	07540 753 547

4. Time/Duration

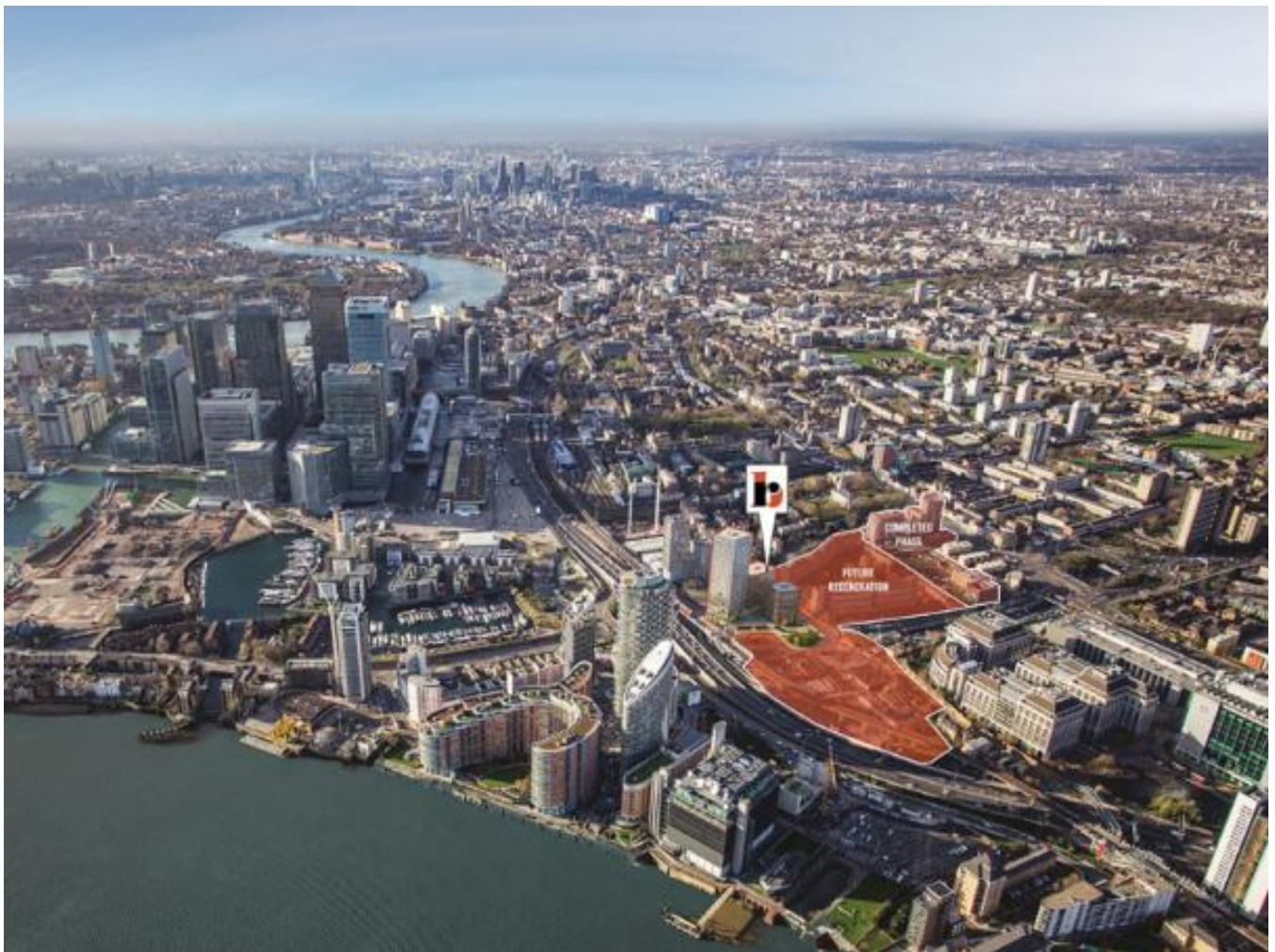
Swift Scaffolding Limited is due to start in early June 2017 and run with the Hill Holdings Limited programme working Monday to Friday between the hours of 08:00 & 17:00 & Saturdays when required between 08:00 & 13:00.

5. Introduction

This operation is to build, adapt and dismantle various scaffolds utilising both; conventional tube and fitting and Haki system scaffolding to provide access scaffolds to all external elevations on buildings of phases 1b, internal access scaffolds as required as well as lift shaft access together with stairs and edge protection scaffolds, scaffolds will be fitted with sheeting or netting where required for Hill Holdings Limited at their Blackwall Reach project;

Blackwall Reach is a redevelopment of the former 1960's urban estate.

All scaffolding will be erected to TG20 compliance sheets or on site calculated design drawings and manufacturer's instructions for proprietary system scaffolding.



6. Sequence of works

**YOU NEED
A SAFETY
INDUCTION
TO ENTER
THIS SITE**

All operatives will attend the Hill Holdings Limited site induction before commencing any work



All personnel will read and sign onto the RAMS. Supervisor will give daily activity briefings (DAB) outlining safe systems of work and any changes



Scaffolders will inspect their tools daily and also their safety harness & Lanyard daily before use and will wear it all the time when working, Site supervisor will record a weekly inspection of all the harnesses and record the inspection in the register (site file), A three monthly inspection will be carried out by a competent equipment inspector and details entered onto the register



7. Delivery and Off Loading of Materials



All deliveries will be
pre-booked with the company logistics team
&
delivered to prearranged drop off point on site via twin
gates on Macclesfield Road
&
Off-loaded mechanically by crane or fork truck etc.
Scaffolders will then manually move materials to
designated areas

8. Use of Lorry Loader (Hi-Ab)



Hi-Ab will only be
operated by trained,
competent & authorised
operator



9. Working Safely on Trailers:



Trailers will have edge
protection in place

Operatives will only access
the trailer if absolutely
necessary
by
footed or secured ladder
access only
&
Remain at least 2m from
exposed edge at rear



10. Method of Sliding Scaffold Materials:



Sliding and banking operations will only be carried out by trained, competent & authorised slinger banksmen



The Materials will be delivered or lifted as close as possible to the workplace to reduce manual handling

and kept in a safe & tidy manner

Materials must not be left stood up if unattended



No loose materials to be left on ground level or on scaffolding keep fittings in fitting bags

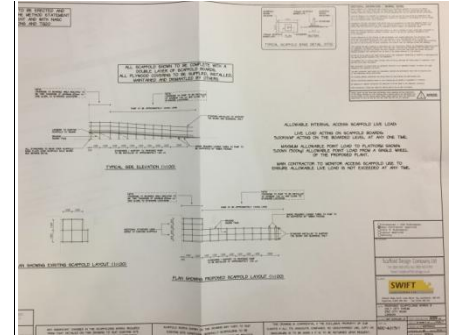
Materials must not be left stood up if unattended



11. Erection of scaffolds



All scaffolding will be supplied and erected in accordance with the following Standards, Legislation & guidance;
 HSWA 74
 MHSWR 1999
 WAHR 2005
 TG20:13
 CDM 2015
 EN12810
 EN12811-1
 Industry Guidance
 SG4:15
 & DESIGN DRAWINGS









Before carrying out any work at height; liaise with Hill Holdings Limited and establish suitable and signed exclusion zones to protect other workers, site visitors and members of the public









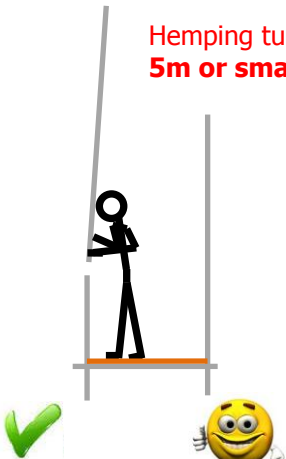
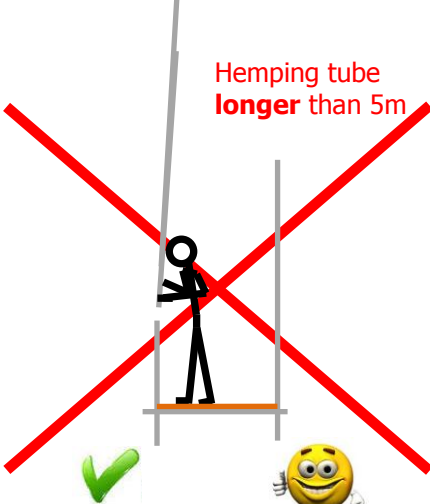
The scaffold will be based out on firm level ground Hill Holdings Limited is responsible for suitability of the foundations Standards will be set in accordance with the compliance sheet or design drawing onto base plates seated centrally on sole boards (450mm min length) where required



  	<p>Scaffolders will set out the first lift with dimensions as per TG20 compliance sheet, or manufacturers instruction manual for system scaffolding or the calculated design drawing</p>	  
--	--	--

Care should be taken when hemping out to allow for the following hemp to be at a low level where reasonably practicable to do so

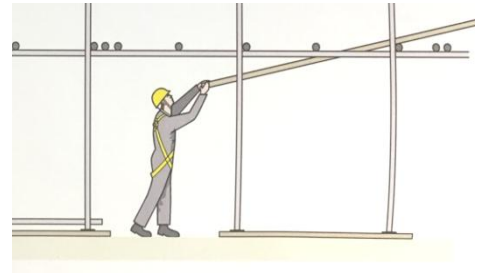
  	<p>Ledgers will be fixed to standards with BSEN 74 90° double couplers</p> <p>transoms will be fixed onto the ledgers with BSEN 74 putlog couplers</p> <p>bracing will be fixed with BSEN 74 swivel or 90° double couplers</p>	  
---	--	---

	<p>The maximum length of a tube being joined to a hemp must not be greater than 5m (16')</p> <p>When selecting a hemp tube think about where the next hemp will fall</p>	
---	---	---



Using either a dummy lift or proprietary scaff steps the scaffolders will erect an advanced guardrail

The scaffold will then be boarded from the ground level



Scaffolders must maintain a scaffolders safe zone at all times

even when working from intermediate (non working) lifts

and be attached to a suitable anchor point when within 1m of any exposed edge



Scaffolds erected in areas where there is public/other trade interface;

Scaffolders will erect signed exclusion zone and/or scaffold protection fan at the earliest opportunity





On external sheeted scaffolds;
Scaffolders will erect outer ledger as normal and as soon as possible will fix monarflex sheeting to contain any loose materials during erection of the remainder of the lift



At earliest opportunity, scaffolders will erect access to scaffold following hierarchy of access
Stairs should be considered over ladder access

Ladder access points must be guarded

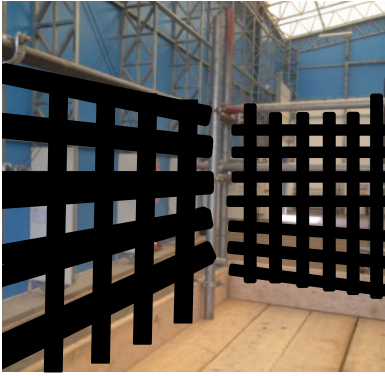


Incomplete scaffolds will have their access removed or blocked.

Warning signs will be displayed

Excess material will be tidied up & made safe at the end of each working shift





Working lifts will comply with Working at Height Regs 2005

Close boarded & toe boarded (50mm gap for protruding standards)

Inside boards secured against uplift or displacement

Brickguards will be fitted to all external facades



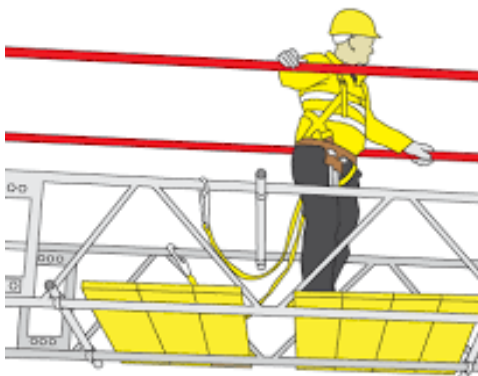
When erecting loading bays;

ensure brick guards are fitted to gates

display loading signs

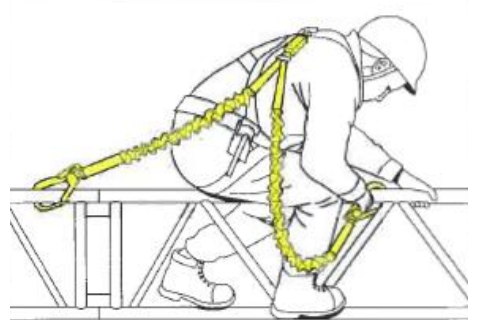


12. Erection of Bridging Beams

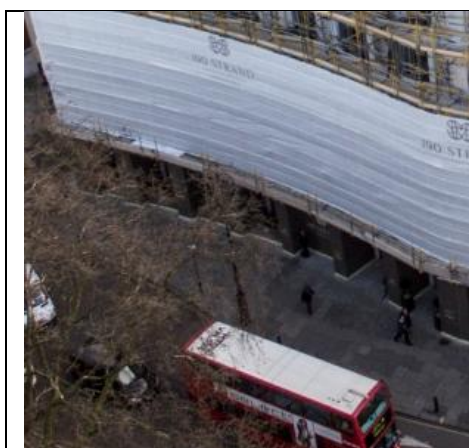


Scaffolders will only work from prefabricated beams as a last resort

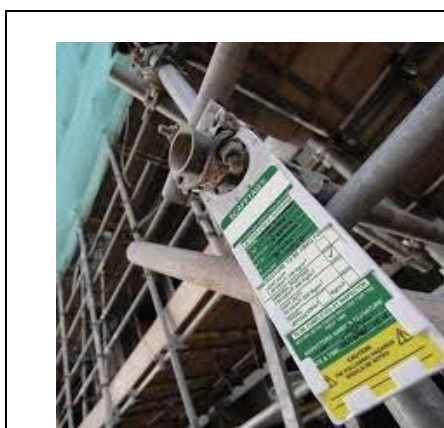
When working from prefabricated beams scaffolders will wear double fall arrest lanyard ensuring 100% hook-on at all times



13. Installation of Scaffold Sheeting/Netting



Sheeting/netting will comply with BS 7955 1999 and be fitted to BS 8410 2007 to the outer facade of the scaffold
At no time may sheeting be left loose and unsecured
(A wind management plan is to be agreed and adopted by the scaffolders prior to task)



Once the scaffold is complete;
 all excess materials will be cleared away,
 the scaffold will be inspected & handed over to Hill Construction
 & will be entered into the scaffold register

Scaffolding handover certificate		NASC	
Certificate number	Scaffolding contractor	Project reference	Project reference
Client name and address	Location	Project reference	Project reference
Drawing/design standard	Date and time		
Scaffold specification			
Description of the section handed over			
Maximum loading	Site ID	Site ID	Site ID
Inside board loading	Site ID	Site ID	Site ID
Overhead loading	None	Block guards	Diagonal bracing
Method of tying	None	Diagonal bracing	Shoring
Have the ties been tested?	Yes	No	No
Handover			
The scaffolding as described above has now been completed in accordance with client requirements. It is structurally sound and should only be used and loaded in accordance with the Scaffold Specification.			
Have the requirements of the Work at Height Regulations 2005 and any other relevant legislation been complied with?			
Yes			
No			
The reason for non-compliance is:			
Details of any further action considered necessary:			
Acceptance			
Signature on behalf of the scaffolding contractor:		Acceptance on behalf of the client:	
Name	Signature	Name	Signature
Position	Position	Position	Position
Date	Date	Date	Date
Comments (restricted to the client good practice)			
I Date:			



14. Dismantling of Scaffolding



All scaffolds will be dismantled in the reverse order of the erection sequence
 Scaffold equipment must be transferred by hand or mechanical aids only and must never be dropped or thrown



15. Resources

Site Supervisor: 1 x SMSTS card (min)
 Scaffolders consisting of any combination of;
 Advanced Scaffolders with CISRS (**GOLD**) Advanced Card
 Basic Scaffolders with CISRS (**BLUE**) Basic Scaffolders Card
 CISRS (**RED**) Trainee Scaffolders card
*(Trainees including Part 1 permitted to work at height under **direct** supervision)*
 Laborers with CISRS (**GREEN**) Scaffold Labourers Card
 (Labourers can only work from complete scaffolds fully boarded, double guardrails, fixed & protected ladder access but they are not permitted to use scaffolding tools)
 Driver CSCS Card



Design Drawing No. SDC-4015/1

16. Plant and Equipment

Galvanised Scaffold Tubes	48.3mm OD to BS1139
Scaffold Boards	225 x 35mm to BS2482
Double Couplers	6.1 KN SWL to BS EN 74
Swivel Couplers	6.1 KN SWL to BS EN 74
Sleeve Couplers	3.6 KN SWL to BS EN 74
Single Couplers	0.63 KN SWL to BS EN 74
Ladders	Class A - EN131
Base Plates	BS EN 74
Prefabricated Beams	BS 449 /BS 5973



17. Monitoring & Compliance

Senior Contracts Manager Danny Bell, Group SHEQ (Safety, Health, and Environmental & Quality) Manager Ned Fogarty, Scaffolding Safety Manager Joe Coull, scaffolding Health and Safety Supervisor Danny Gue and a Scaffold Inspector will carry out monitoring and ensure that those working under their control comply with our safe systems of work and in accordance with the method statement, risk assessment and their training.
 The assessment process will be part of normal working for purposes of operative conditions

NON COMPLIANCE will be dealt with by permanent removal from site and Swift Scaffolding Ltd will initiate disciplinary procedures.

If you see anything on site that is not safe (make it safe if it is possible to do without putting yourself in any danger) then you must report it immediately

18. Risk Assessments



Risk Assessment Evaluation Table

		LIKELIHOOD				
		1	2	3	4	5
S E V E R I T Y	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		NO LOST TIME	UP TO 7 DAYS OFF WORK	MORE THAN 7 DAYS OFF WORK	MAJOR INJURY	FATAL

(L) Likelihood

(the chance)

5: probable

Certain to Occur

4: likely

Has happened Before & Will Again

3: possible

Could Happen But Not Common

2: unlikely

Hardly Ever Occurs

1: rare

Has not happened before

(S) Severity

(the outcome)

5: severe

Fatality

4: major

Specified Injuries RIDDOR

3: moderate

More Than 7 days Off work

2: minor

Less Than 7 Days Off Work

1: insignificant

First Aid Injury

To evaluate risk **(R)**: using the matrix above, multiply the **(L) likelihood** X **(S) severity** to find the risk rating.

15 to 25

HIGH

This is a **HIGH (intolerable)** risk activity and must not proceed until further control measures are introduced and the risk rating is reduced to a Medium or Low risk

4 to 12

MEDIUM

This is a **MEDIUM (acceptable)** risk activity and may proceed, providing that the following control measures are introduced and followed

1 to 3

LOW

This is a **LOW** risk activity and may proceed with no additional Controls, *But* will still require monitoring

RISK ASSESSMENT – SS / SE001A


SWIFT

SCAFFOLDING LTD

ACTIVITY	ERECTION/ DISMANTLING OF TUBE AND FITTING SCAFFOLD									
CLIENT	Hill						ASSESSMENT DATE		22 nd August 2017	
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.						REVIEW DATE		22 nd November 2017	
HAZARD	WHO AFFECTED	INITIAL RISK RATING			PREVENTIVE/ CONTROL MEASURES	RESIDUAL RISK RATING				
		L	S	R		L	S	R		
Vehicle Contact: Contact with delivery/collection vehicles	Operatives Supervisors Site Visitors Public, Trespassers	5	4	20	<ul style="list-style-type: none">Drivers of vehicles will adhere to on site routes and speed limitsMaterials to be delivered/ collected from pre-designated area on site by HGV all loads are to be pre stopped.Edge protection to be fitted to all Lorries.Deliveries are to be pre booked and pick up points agreed.Ensure that equipment (including packing) is stacked within the perimeter s of the trailer/ vehicle	1	4	4		
		HIGH				MEDIUM				
Manual Handling: During unloading/ loading/ materials movement on site	Operatives Supervisors Site Visitors Public, Trespassers	4	4	16	<ul style="list-style-type: none">All scaffolding operatives will have attended SG6 manual handling for scaffolders training.When handling materials good manual handling technique to be utilised.All work areas will be barriered off and warning signs posted.Avoid manual handling where possible by using the crane.Unloading/ loading /lifting of materials to be completed by designated slingers/ banksman and crane driver.Material transfer to working area manually where mechanical means are unavailable.Materials must be raised/ lowered in a controlled, hand-to-hand manner or using a gin wheel and rope.Small and loose materials are to be transferred in bags or stillages to prevent items fallingHeavy or hard to carry items (e.g. beams) should not be handled by one operative alone.Wear correct PPE for handling materials, e.g. safety boots, helmets and gloves & light eye protection.Only trained and competent operators to operate plant (i.e. CPCS/ ALLMI)	3	4	12		
		HIGH				MEDIUM				
Slips, Trips and Falls: Over materials whilst being stored on site, or whilst being used during erection/ adaption/ dismantling activities	Operatives Supervisors Site Visitors Public, Trespassers	5	3	15	<ul style="list-style-type: none">Follow NASC industry guidance SG31:15 Management of Slips and TripsHill Holdings Limited is to ensure work area is clear and well-lit.Working area to be restricted by physical barriers and warning signage, at or underneath the work area to segregate work from pedestrians, public, other trades, plant and vehicles to reduce and/ or remove the risk from falling objects.All materials will be subject to good housekeeping by stacking materials safely, securely, neatly, tidily and away from access/ egress routes.Designated access/ egress routes only to be used.Operatives to wear slip resistant safety boots. Ensure these are kept in good condition.	3	3	9		
		HIGH				MEDIUM				

ACTIVITY	ERECTION/ DISMANTLING OF TUBE AND FITTING SCAFFOLD									
CLIENT	Hill						ASSESSMENT DATE		22 nd August 2017	
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.						REVIEW DATE		22 nd November 2017	
HAZARD	WHO AFFECTED	INITIAL RISK RATING			PREVENTIVE/ CONTROL MEASURES	RESIDUAL RISK RATING				
		L	S	R		L	S	R		
Working at Height: Fall of materials during movement on site and during erection/ adaption/ dismantling activities	Operatives Supervisors Site Visitors Public Trespassers	5	5	25	<ul style="list-style-type: none"><u>Work must never take place over the heads of others.</u>Before scaffold work can commence Scaffold Supervisor / Hill Holdings Limited to establish a suitable exclusion zone, with physical barriers and warning signage, at or underneath the work area to segregate work from other trades, pedestrians, public, plant and vehicles to reduce and / or remove the risk from falling objects.Store materials securely to prevent inadvertent movement, i.e. fittings to be bagged, long materials stored flat (never upright).Materials must be raised/ lowered in a controlled, hand-to-hand manner or using a gin wheel and rope.Small and loose materials are to be transferred in bags or stillages to prevent items fallingHill Holdings Limited to consider additional controls: Protective fans, Pedestrian re-direction (traffic marshal),Personnel to wear safety helmets, safety boots, light eye protection, gloves and tethered tools. (& hi-vis vest)	2	5	10		
		HIGH				MEDIUM				
Working at Height: Fall of persons during erection/ adaption/ dismantling activities	Operatives Supervisors Site Visitors Public	5	5	25	<ul style="list-style-type: none">Only trained operatives may carry out activities while working at height.Trainees may work at height if under the direct supervision of trained and competent Scaffolder.All scaffold operatives will hold CISRS cards and have received SG4:15 training.Scaffold Supervisor to ensure the correct skills ratio of operatives within each crew.All work will be carried out following industry guidance SG4:15 (Preventing Falls in Scaffolding Operations)Collective fall prevention methods must be given precedence over personal fall protection, reliance on personal fall arrest equipment must be considered as a last resort only.	2	5	10		
		HIGH				MEDIUM				
Noise: Noise-induced hearing loss	Operatives Supervisors Site Visitors	4	5	20	<ul style="list-style-type: none">When possible operations will be isolated from other work activities that create excessive levels of noise.If site conditions produce noise levels at 80 dB hearing protection and advice/training will be made available.If site conditions produce noise levels at 85 dB wearing of hearing protection and display of warning signs will become mandatory.No operative is to be exposed to noise levels of 87dB or higher.Supervisor to monitor compliance with industry guidance SG11:15 Noise.	1	5	5		
		HIGH				MEDIUM				

ACTIVITY	ERECTION/ DISMANTLING OF TUBE AND FITTING SCAFFOLD									
CLIENT	Hill						ASSESSMENT DATE		22 nd August 2017	
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.						REVIEW DATE		22 nd November 2017	
HAZARD	WHO AFFECTED	INITIAL RISK RATING			PREVENTIVE/ CONTROL MEASURES	RESIDUAL RISK RATING				
		L	S	R		L	S	R		
Collapse of Scaffold: During erection/ adaption/ dismantling activities	Operatives Supervisors Site Visitors Public, Trespassers	3	5	15	<ul style="list-style-type: none">Scaffold will be erected/ adapted/ dismantled progressively.Scaffold design and operations carried out in accordance with:<ul style="list-style-type: none">Construction (Design and Management) Regulations 2015 (Regulation 28, 'Stability of Structures')Work at Height Regulations 2005BS EN 12810 (for System Scaffolding)BS EN 12811 & NASC TG20:13 (for tube and fittings scaffolding)System Scaffolding Manufacturers Guidelines (i.e. Cuplok, Layher, Haki, Combisafe)NASC Guidance SG4:15, TG20:13 & TG4:11Approved Design DrawingsNB. All complex scaffolds must be designed prior to erection, as per NASC TG20:13 and followed by operatives.Competent scaffolders to carry out the work activity (i.e. CISRS, SG4:15, TG20:13, TG4:11)Scaffold inspections to be carried out:<ul style="list-style-type: none">As per Work at Height Regulations 2005 (i.e. on completion before hand over, at regular intervals not exceeding 7 days or following any conditions that may have affected the safety of the scaffold (e.g. high winds, undermined scaffold, etc)By competent person (as per Hill Construction/ CISRS requirements)Scaffold tie anchorage:<ul style="list-style-type: none">Scaffold will be tied to the structure sufficiently as per design.Tie anchorage erected/ dismantled progressively with the scaffold with warning signage to prevent inadvertent removal.Sample tie proof tests as per NASC TG4:11 (i.e. 5%/ min. 3No ties). Tie warning signage updated with test results.Hill Holdings Limited to ensure:<ul style="list-style-type: none">No unauthorised modifications to be made to the scaffold (including ties, structural members, warning signage, barriers, etc.) by others, particularly by non-CISRS trained scaffold operatives.	1	5	5		
		HIGH				MEDIUM				
Access to scaffold: During erection/ adaption/ dismantling activities	Operatives Supervisors Site Visitors Public, Trespassers	3	5	15	<ul style="list-style-type: none">Before scaffold work can commence Scaffold Supervisor will agree with the Hill Holdings Limited and establish a suitable exclusion zone, with physical barriers and warning signage, at or underneath the work that must be suitable and sufficient to segregate work from pedestrians, public, plant and vehicles to reduce and / or remove the risk from falling objects.On commencement of scaffold works, access to the scaffold will be restricted and 'Incomplete Scaffold' signage will be posted at all possible scaffold access points.	2	5	10		
		HIGH				MEDIUM				
Collapse of Scaffold: When erected	Operatives Supervisors Site Visitors Public, Trespassers	2	5	10	<ul style="list-style-type: none">Hill Holdings Limited to ensure:<ul style="list-style-type: none">That the scaffolding is only used for the purposes for which it was intended and designedThat no unauthorised modifications will be made to the scaffold (including ties, structural members, boards removed, warning signage, barriers, etc.) by others, particularly by non-CISRS trained scaffold operatives.	1	5	5		
		MEDIUM				MEDIUM				


ACTIVITY	ERECTION/ DISMANTLING OF TUBE AND FITTING SCAFFOLD										
CLIENT	Hill							ASSESSMENT DATE	22nd August 2017		
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.							REVIEW DATE	22nd November 2017		
HAZARD	WHO AFFECTED	INITIAL RISK RATING			PREVENTIVE/ CONTROL MEASURES	RESIDUAL RISK RATING					
		L	S	R		L	S	R			
Environmental Conditions Wind, rain, snow, ice, etc.	Operatives Supervisors Site Visitors	4	3	12	<ul style="list-style-type: none"> Supervision will monitor the environmental working conditions to ensure that operatives are not put at risk. Wet weather gear may be utilised, however supervision will determine when work will cease due to environmental conditions. 	1	3	3			
		MEDIUM				LOW					
Environmental Impact: From our operations	Operatives Supervisors Site Visitors Public, Trespassers	3	2	6	<ul style="list-style-type: none"> Scaffold materials will be removed from site on completion of our works. Packaging materials will be segregated into the appropriate onsite disposal bins or be removed from site. 	1	2	2			
		MEDIUM				LOW					
Electricity	Operatives Supervisors Site Visitors	2	5	10	<ul style="list-style-type: none"> All power is to be isolated before any work activities begin All work will be undertaken under the Hill Construction's permit to work system if required. Ensure all cables are earthed/ sheaved and certified safe by Hill Construction, and that it is safe to work. <u>Treat all cables as live</u> 	1	5	5			
		MEDIUM				MEDIUM					
COSHH: Substances hazardous to health	Operatives Supervisors Site Visitors Public, Trespassers	3	3	9	<ul style="list-style-type: none"> Refer to the relevant COSHH Assessment for the substance and follow the control measures and PPE requirements 	1	3	3			
		MEDIUM				LOW					
Permit to Work: Confined spaces, roof work, electricity, etc	Operatives Supervisors	3	5	15	<ul style="list-style-type: none"> Supervision will unequivocally establish if work is subject to Hill Holdings Limited permit for work system and, if so, make himself familiar with the system (this may involve Hill Holdings Limited in-house training). Strict compliance with permit for work systems is mandatory, if there is any doubt whatsoever, STOP, check with Hill Construction or Health & Safety Department. 	1	5	5			
		HIGH				MEDIUM					
Suspended Operative: Rescue for Fallen Operative	Operatives Supervisors Rescuer	5	5	25	<ul style="list-style-type: none"> Rescue Method: (refer to specific Rescue Risk Assessment and Rescue Plan) <ul style="list-style-type: none"> Faller self-rescues or is assisted by colleague(s) Faller self-rescues or is assisted by colleague(s) Rescue via Access Equipment (e.g. MEWP, Crane or Forklift Truck with Basket) Rescue with Rescue winch fall arrest block 	2	5	10			
		HIGH				MEDIUM					
ASSESSOR	JOE COULL			SIGNATURE							
SUPERVISOR	SITE SUPERVIROR			SIGNATURE							

RISK ASSESSMENT – SS / SE001B

SWIFT

SCAFFOLDING LTD

ACTIVITY	USE OF BOSCH CORDLESS GSA 18V-LI RECIPROCATING SAW										
CLIENT	Hill						ASSESSMENT DATE	22 nd August 2017			
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.						REVIEW DATE	22 nd November 2017			
HAZARD	WHO AFFECTED	INITIAL RISK RATING			PREVENTIVE/ CONTROL MEASURES				RESIDUAL RISK RATING		
		L	S	R					L	S	R
Insufficient Inspection & Maintenance: Electrical hazard/ Electrocution, Equipment Failure,	Operatives Supervisors	3	4	12	<ul style="list-style-type: none">Electrical equipment must be properly maintained and fit for purposeUsers to visually inspect equipment before use to identify defects in casing, leads or switches.Defective equipment must be removed from service and returned to yard for repair.Electrical equipment inspection and testing to be carried out on all electrical equipment at the periods stated in current guidance from the IEE Code of Practice for in service Inspection and Testing of Electrical EquipmentRecords of all electrical equipment inspection and testing to be maintainedRepairs and servicing only to be carried out by qualified and competent person using identical replacement parts.Equipment must be stored where it cannot be damaged.				2	4	8
		MEDIUM							MEDIUM		
Competence & Training: Insufficient training & experience	Operatives Supervisors End users	4	5	20	<ul style="list-style-type: none">Only authorised operatives that are trained and competent, are to use the equipment they must also be aware of the risks involved.Supervisor is to ensure that operatives have been briefed on the relevant toolbox talk for the safe use of the item of equipment that will be used.				1	5	5
		HIGH							MEDIUM		
Equipment Operation: Contact with blade/ sharp edges, tube under load, off-cuts, flying debris.	Operatives Supervisors	4	4	16	<ul style="list-style-type: none">Maintain guards on machine. Equipment to be turned off and/or unplugged when not in use.Never work with machine above shoulder height and always hold machine with two hands.Wear suitable hand PPE, i.e. correct sized gloves to reduce hand injuries from sharp edges.Wear suitable eye PPE, i.e. high impact resistant goggles or glasses in case of materials being ejected.Keep all body parts away from moving parts/ blades.Disconnect electrical equipment from power source when changing blades / not using saw for extended period.Ensure the switch is in the 'off' position before plugging in.Secure piece of tube to be cut as to avoiding it falling on others below.Barrier off area below if necessary – never cut tube directly over the heads of others.Cap sharp tube ends to prevent others receiving cuts.<u>DO NOT</u> cut tubes that are under load - release fittings to slacken tube.				1	4	4
		HIGH							MEDIUM		
Manual Handling: Musculoskeletal injury	Operatives Supervisors	4	4	16	<ul style="list-style-type: none">When handling materials good manual handling technique to be utilised.Wear correct PPE for handling materials, i.e. safety boots, helmets and gloves & light eye protection.Ensure correct stance and in comfortable position when using the equipment.				1	4	4
		HIGH							MEDIUM		
Vibration: Hand Arm Vibration Syndrome	Operatives Supervisors	4	4	16	<ul style="list-style-type: none">Supervisor will rotate operatives to reduce exposure and maintain under legal Exposure Limit ValuesOperative will grip saw lightly to avoid putting excessive pressure on saw.Operative must keep warm and wear suitable gloves; Reduce the amount of time the machine is in use.Vibration magnitude given at 20m/s r.m.s. will take an operative 30 mins to reach ELV 5 m/s A(8) therefore.Maximum duration of 25minutes trigger time per person per working shift to maintain under the legal limit.				1	4	4
		HIGH							MEDIUM		


ACTIVITY	USE OF BOSCH CORDLESS GSA 18V-LI RECIPROCATING SAW										
CLIENT	Hill							ASSESSMENT DATE	22nd August 2017		
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.							REVIEW DATE	22nd November 2017		
HAZARD	WHO AFFECTED	INITIAL RISK RATING			PREVENTIVE/ CONTROL MEASURES	RESIDUAL RISK RATING					
		L	S	R		L	S	R			
Noise: Noise-induced hearing loss	Operatives Supervisors Site Visitors Public, Trespassers	4	5	20	<ul style="list-style-type: none"> When possible isolate work to ensure others are not affected. Sound pressure level 77 dB (A), Sound Power Level 88 dB(A) Ear defenders are mandatory as the noise level will exceed 85dB (A). Supervisor to monitor compliance with industry guidance SG11:15 Noise. 	1	5	5			
		HIGH				MEDIUM					
Slips, Trips & Falls: Personal injury	Operatives Supervisors Site Visitors Public, Trespassers	5	3	15	<ul style="list-style-type: none"> Follow NASC industry guidance SG31:15 Management of Slips and Trips Housekeeping to be maintained, keep material stacked neat and tidy and not blocking access routes. Put scrap materials into segregated waste bins. Ensure electrical leads and cables are stored neatly and kept clear of walkways to reduce tripping hazards. 	1	3	3			
		HIGH				LOW					
Environmental Conditions Wind, rain, snow, ice, etc.	Operatives Supervisors	4	3	12	<ul style="list-style-type: none"> Supervision will monitor the environmental working conditions to ensure that operatives are not put at risk. Wet weather gear may be utilised, however supervision will determine when work will cease due to environmental conditions. Care to be taken when working following wet weather. All trailing cables to be kept out of puddles etc. Do not use when raining. 	1	3	3			
		MEDIUM				LOW					
Fire: Burns, local damage	Operatives Supervisors Site Visitors Public, Trespassers	4	5	20	<ul style="list-style-type: none"> Operator to visually check equipment before use Ensure works do not create a fire hazard and operatives know where nearest fire fighting point is. DO NOT operate in explosive atmospheres, i.e. in presence of flammable liquids or gases. Ensure work area is clear before commencing work activity. 	2	5	10			
		HIGH				MEDIUM					
Materials falling from height: Off-cuts	Operatives Supervisors Site Visitors Public, Trespassers	4	5	20	<ul style="list-style-type: none"> Materials (Boards & Tubes) must be measured at workface and cut in a safe place where off-cuts can be contained to prevent them falling or being accidentally dislodged Where materials are to be cut in situ (such as during adaptations) They must be tethered to a safe place preventing them from falling 	2	5	10			
		HIGH				MEDIUM					
ASSESSOR	JOE COULL			SIGNATURE							
SUPERVISOR	SITE SUPERVIROR			SIGNATURE							

RISK ASSESSMENT – SS / SE001C

SWIFT

SCAFFOLDING LTD

ACTIVITY	USE OF BOSCH 110V CORDLESS HAMMER DRILL								
CLIENT	Hill					ASSESSMENT DATE	22 nd August 2017		
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.					REVIEW DATE	22 nd November 2017		
HAZARD	WHO AFFECTED	INITIAL RISK RATING			CONTROL MEASURES	RESIDUAL RISK RATING			
		L	S	R		L	S	R	
Insufficient Inspection & Maintenance: Electrical hazard/ Electrocution, Equipment Failure,	Operatives Supervisors	4	5	20	<ul style="list-style-type: none">Electrical equipment must be properly maintained and fit for purposeUsers to visually inspect equipment before use to identify defects in casing, leads or switches.Defective equipment must be removed from service and returned to yard for repair.Electrical equipment inspection and testing to be carried out on all electrical equipment at the periods stated in current guidance from the IEE Code of Practice for in service Inspection and Testing of Electrical EquipmentRecords of all electrical equipment inspection and testing to be maintainedRepairs and servicing only to be carried out by qualified and competent person using identical replacement parts.Equipment must be stored where it can't get damaged.	1	5	5	
		HIGH				MEDIUM			
Competence & Training: Insufficient training & experience	Operatives Supervisors	4	5	20	<ul style="list-style-type: none">Only operatives that are trained and competent to use the equipment and are aware of the risks from use.Ensure operatives briefed on the relevant toolbox talk on the safe use of the item of equipment to be used	1	5	5	
		HIGH				MEDIUM			
Equipment Operation: Contact with drill bit/ sharp edges, flying debris.	Operatives Supervisors	4	5	20	<ul style="list-style-type: none">Maintain guards on machine. Equipment to be turned off and battery removed when not in use.Never work with machine above shoulder height and always hold machine with two hands.Wear suitable hand PPE, i.e. correct sized gloves to reduce hand injuries from sharp edges.Wear suitable eye PPE, i.e. high impact resistant goggles or glasses in case of materials being ejected.Keep all body parts away from moving parts/ drill bits.Remove battery when changing drill bits / not using drill for extended period.Ensure the switch is in the 'off' position before fitting battery.Barrier off area below if necessary – never drill directly over the heads of others.	2	5	10	
		HIGH				MEDIUM			
Manual Handling: Musculoskeletal injury	Operatives Supervisors	5	4	20	<ul style="list-style-type: none">When handling materials good manual handling technique to be utilised.Wear correct PPE for handling materials, i.e. safety boots, helmets and gloves.Ensure correct stance and in comfortable position when using the equipment.Reduce amount of time machine is held and allow adequate rest periods.	2	4	8	
		HIGH				MEDIUM			
Vibration: Hand Arm Vibration Syndrome	Operatives Supervisors	4	4	16	<ul style="list-style-type: none">Supervisor to rotate operatives to reduce exposure.Operative to grip drill lightly to avoid putting excessive pressure on drill.Operative must keep warm and wear suitable gloves; Reduce the amount of time the machine is in use.Vibration magnitude given at 8m/s r.m.s. will take an operative 29 mins to reach ELV 5 m/s A(8) therefore.Maximum duration of 25 minutes trigger time per person per working shift to maintain under the legal limit.Worn bits to be replaced regularly to avoid added vibration levels.	1	4	4	
		HIGH				LOW			


ACTIVITY	USE OF BOSCH 110V CORDLESS HAMMER DRILL																													
CLIENT	Hill																													
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.																													
	<table border="1"> <tr> <td>ASSESSMENT DATE</td> <td colspan="9">22nd August 2017</td> </tr> <tr> <td>REVIEW DATE</td> <td colspan="9">22nd November 2017</td> </tr> </table>										ASSESSMENT DATE	22nd August 2017									REVIEW DATE	22nd November 2017								
ASSESSMENT DATE	22nd August 2017																													
REVIEW DATE	22nd November 2017																													
HAZARD	WHO AFFECTED	INITIAL RISK RATING			CONTROL MEASURES	RESIDUAL RISK RATING																								
		L	S	R		L	S	R																						
Noise: Noise-induced hearing loss	Operatives Supervisors	5	5	25	<ul style="list-style-type: none"> When possible isolate work to ensure others are not affected. Sound pressure level 93 dB(A), Sound Power Level 104 dB(A) Ear defenders are mandatory as the noise level will exceed 85dB (A). Maximum trigger time per operative per 8hour shift is not to exceed 1hour and 15 minutes. Supervisor to monitor compliance with industry guidance SG11:15 Noise. 	1	5	5																						
		HIGH				MEDIUM																								
Slips, Trips & Falls: Personal injury	Operatives Supervisors	5	3	15	<ul style="list-style-type: none"> Follow NASC industry guidance SG31:15 Management of Slips and Trips Housekeeping to be maintained, keep material stacked neat and tidy and not blocking access routes. Put scrap materials into segregated waste bins. Ensure electrical leads and cables are stored neatly and kept clear of walkways to reduce tripping hazards. 	1	3	3																						
		HIGH				LOW																								
Environmental Conditions Wind, rain, snow, ice, etc.	Operatives Supervisors	4	3	12	<ul style="list-style-type: none"> Supervision will monitor the environmental working conditions to ensure that operatives are not put at risk. Wet weather gear may be utilised, however supervision will determine when work will cease due to environmental conditions. Care to be taken when working following wet weather (slippery surfaces). 	1	3	3																						
		MEDIUM				LOW																								
Fire: Burns, local damage	Operatives Supervisors	4	5	20	<ul style="list-style-type: none"> Operator to visually check equipment before use Ensure works do not create a fire hazard and operatives know where nearest fire fighting point is. DO NOT operate in explosive atmospheres, i.e. in presence of flammable liquids or gases. Ensure work area is clear before commencing work activity. 	2	5	10																						
		HIGH				MEDIUM																								
Dust: Airborne particles	Operatives Supervisors Public	4	4	16	<ul style="list-style-type: none"> Dampen down if there is a possibility of large amounts of dust being generated. Dust mask to be worn by operative. 	1	4	4																						
		HIGH				LOW																								
ASSESSOR	JOE COULL				SIGNATURE																									
SUPERVISOR	SITE SUPERVIROR				SIGNATURE																									

RISK ASSESSMENT – SS / SE001D

SWIFT

SCAFFOLDING LTD

ACTIVITY	USE OF MILWAUKEE M18 ONEIP12 IMPACT WRENCH								
CLIENT	Hill					ASSESSMENT DATE	22 nd August 2017		
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.					REVIEW DATE	22 nd November 2017		
HAZARD	WHO AFFECTED	INITIAL RISK RATING			CONTROL MEASURES	RESIDUAL RISK RATING			
		L	S	R		L	S	R	
Insufficient Inspection & Maintenance: Electrical hazard/ Electrocution, Equipment Failure,	Operatives Supervisors Others	4	5	20	<ul style="list-style-type: none">Electrical equipment must be properly maintained and fit for purposeUsers to visually inspect equipment before use to identify defects in casing, leads or switches.Defective equipment must be removed from service and returned to yard for repair.Electrical equipment inspection and testing to be carried out on all electrical equipment at the periods stated in current guidance from the IEE Code of Practice for in service Inspection and Testing of Electrical EquipmentRecords of all electrical equipment inspection and testing to be maintainedRepairs and servicing only to be carried out by qualified and competent person using identical replacement parts.Equipment must be stored where it can't get damaged.	1	5	5	
		HIGH				MEDIUM			
Competence & Training: Insufficient training & experience	Operatives Supervisors Others	4	5	20	<ul style="list-style-type: none">Only operatives that are trained and competent to use the equipment and are aware of the risks from use.Ensure operatives briefed on the relevant toolbox talk on the safe use of the item of equipment to be usedWireless setting to be set at 1,750RPM and Torque setting level 7.	1	5	5	
		HIGH				MEDIUM			
Equipment Operation: Contact with rotating parts/ sharp edges,	Operatives Supervisors Others	4	5	20	<ul style="list-style-type: none">Maintain guards on machine. Equipment to be turned off and battery removed when not in use. .Wear suitable hand PPE, i.e. correct sized gloves to reduce hand injuries from sharp edges.Keep all body parts away from rotating equipmentRemove battery when changing socket / not using impact wrench for extended period.Ensure the switch is in the 'off' position before fitting battery.	2	5	10	
		HIGH				MEDIUM			
Manual Handling: Musculoskeletal injury	Operatives Supervisors Others	5	4	20	<ul style="list-style-type: none">When handling materials good manual handling technique to be utilised.Wear correct PPE for handling materials, i.e. safety boots, helmets and gloves.Ensure correct stance and in comfortable position when using the equipment.Reduce amount of time machine is held and allow adequate rest periods.	2	4	8	
		HIGH				MEDIUM			
Vibration: Hand Arm Vibration Syndrome	Operatives Supervisors Others	4	4	16	<ul style="list-style-type: none">Supervisor to rotate operatives to reduce exposure.Operative to grip drill lightly to avoid putting excessive pressure on drill.Operative must keep warm and wear suitable gloves; Reduce the amount of time the machine is in use.Vibration magnitude given at 6.7m/s² plus 1.5 m/s² uncertainty, assuming worse case allow for 8.3 m/s² will take an operative 2 hours and 55 minutes to reach ELV (Exposure Limit Value) 5 m/s A(8) therefore;Maximum duration of 2 hours & 30 minutes trigger time per person per working shift to maintain potential exposure under the legal limit.Machine to be maintained in good state of repair to avoid added vibration	1	4	4	
		HIGH				LOW			

ACTIVITY	USE OF MILWAUKEE M18 ONEIP12 IMPACT WRENCH																													
CLIENT	Hill																													
SITE	Blackwall Reach, Poplar High St, Poplar, London E14 0BB.																													
	<table border="1"> <tr> <td>ASSESSMENT DATE</td> <td colspan="9">22nd August 2017</td> </tr> <tr> <td>REVIEW DATE</td> <td colspan="9">22nd November 2017</td> </tr> </table>										ASSESSMENT DATE	22nd August 2017									REVIEW DATE	22nd November 2017								
ASSESSMENT DATE	22nd August 2017																													
REVIEW DATE	22nd November 2017																													
HAZARD	WHO AFFECTED	INITIAL RISK RATING			CONTROL MEASURES	RESIDUAL RISK RATING																								
		L	S	R		L	S	R																						
Noise: Noise-induced hearing loss	Operatives Supervisors Others	5	5	25	<ul style="list-style-type: none"> When possible isolate work to ensure others are not affected. Sound pressure level 93.5 dB(A), Sound Power Level 104.5 dB(A) with uncertainty K=3dB(A) Ear defenders are mandatory for the operator and other members of his scaffolding gang as the noise level will exceed 85dB (A) and must be SNR 25 – 35dB Supervisor to monitor compliance with industry guidance SG11:15 Noise. Mandatory hearing signs (and physical barrier where practicable) must be set up to warn others at a distance of >15m. 	1	5	5																						
		HIGH				MEDIUM																								
Objects Dropped From Height Fatal/Serious Injury	Operatives Supervisors Others	5	5	25	<ul style="list-style-type: none"> Impact wrench must be tethered to scaffolders personal equipment by suitable tether strap and connection devices. 	1	5	5																						
		HIGH				MEDIUM																								
Fire: Burns, local damage	Operatives Supervisors Others	4	5	20	<ul style="list-style-type: none"> Operator to visually check equipment before use Ensure works do not create a fire hazard and operatives know where nearest fire fighting point is. DO NOT operate Impact Wrench in (AT) explosive atmospheres, i.e. in presence of flammable liquids or gases. Ensure work area is clear before commencing work activity. 	2	5	10																						
		HIGH				MEDIUM																								
ASSESSOR	JOE COULL				SIGNATURE																									
SUPERVISOR	SITE SUPERVIROR				SIGNATURE																									

19. **Rescue Plan**

Purpose:

Swift Scaffolding Ltd rescue plan No 1 without specialist rescue equipment (other than retrievable life line) for the recovery of a suspended individual after a fall in a construction or related context.

Subfield:	Swift Scaffolding Ltd
Domain:	Working at Height - Preventing Falls in Scaffolding...
Status:	New
Status date:	22 nd August 2017
Date version published:	20 th April 2014
Planned review date:	22 nd August 2018
Entry information:	Use a safety harness for fall prevention when working at height in a construction or related context, or demonstrate equivalent knowledge and skills.
Accreditation	SG4:15 Preventing Falls in Scaffolding.

Swift Scaffolding Ltd Rescue Plan (SSLRP) reference: Swift Scaffolding Ltd.

In the event of a person falling from an independent, tower, birdcage scaffold, or any other structure where there is access adjacent to the suspended person then the guidance below is to be followed:

1. Planning.

- **Before any work to commence the Contracts Manager, Contracts Supervisor, Health & Safety Manager, Advance Scaffolder and Basic Scaffolder (NVQ2) will carry out a risk assessment for the task and ensure a suitable rescue plan is prepared and agreed and signed by all operatives before any work will commence.**
- **Only operatives who have received training in NASC SG4 may wear a harness. All operatives wearing a harness must fully understand the rescue and emergency arrangements outlined in this rescue plan.**
- **Swift Scaffolding Management to ensure work is properly monitored and supervised.**

2. Rescue Procedure.

- The first priority **MUST** be to recover the suspended Scaffolder from suspension as quickly as possible, without endangering, unnecessarily, the safety of the rescuer(s) or the casualty.
- Inform the Emergency Services and Site Management as soon as practicable to make them aware that there is an emergency situation and to request assistance.
- If conscious, can the suspended Scaffolder recover himself or assist in this own rescue?
- Can he climb back on to a platform?
- Can he support himself on part of the structure so that he is not solely supported by the harness e.g. get a foothold on a tube?
- If conscious, is the suspended Scaffolder able to take steps, reducing the risk of further injury until rescued? e.g;
 - a. Encourage them to keep all four limbs moving to aid blood circulation, by flexing the leg muscles.
 - b. Transferring body weight from one side to the other.
 - c. Make use of foot support straps, (or bowline loop n light line) if available.
- Colleagues can move to, or create, a working platform at a position adjacent to the casualty, clip-on to the guardrail, ledger or other suitable anchorage point, and assist him in getting onto the working platform. If the casualty is below the lowest scaffold structure, a dropper and perch may be utilised for casualty self assist or for rescuer to attaching a retrievable life line. If the casualty is unconscious, then they must be manoeuvred manually on to the platform. Note: If the lift is a not boarded, then the rescuer(s) should (where practicable to do so) create a temporary platform (possibly suspended) a minimum of 4 boards wide, to facilitate the rescue. Where guardrail protection is not provided the rescuer(s) must be clipped on at all times.

- Once the casualty is on a safe platform, his fall arrest equipment can be released or the lanyard cut from the anchor point to which it is attached, if it is safe to do so.
- If conscious and mobile, the casualty should be seated in an upright position until fully recovered.
- If unconscious or semi-conscious, the casualty is best managed in the traditional recovery position and steps taken to ensure their airway is open.
- Where possible, the remaining Scaffolder(s) should assist the emergency services by providing safe access to the casualty e.g. positioning a ladder, installing temporary guardrails, securing the platform boards etc.
- The Emergency Services should then make their way to the casualty to administer treatment and make an assessment of his condition before deciding on the next steps to be taken to get the casualty to ground level, using either the site emergency response team, or the external emergency services.

IMPORTANT!

When an operative has suffered a fall and is suspended in their harness, the suspension time should be kept to a minimum by getting the person back to a position of safety as soon as possible.

Following any suspension where a scaffolder has been rescued and is fully conscious and mobile:

- **If the operative has been rescued promptly by his colleagues, or has self-rescued and no injuries were sustained before, during or after the fall;**
and
- **provided there was no medical reason for the fall i.e. a seizure or other sudden loss of consciousness;**

Then there is no need to detain them, call an ambulance or refer them to hospital. However, the operative should be seen by a first aider who may advise them to avoid standing and to sit down for a while until satisfied they have fully recovered (max 30 mins).

Or:

If the patient is unconscious or semi-conscious, they are best attended by a competent first aider who should ensure that the emergency services are called immediately. They should then ensure the airway is open, the patient is breathing and only then place the patient in the traditional recovery position until the emergency services are in attendance.

20. Rescue Plan Explanation Register

SWIFT SCAFFOLDING LTD

Contractor:	Hill
Project:	BLACKWALL REACH, POPLAR HIGH ST, POPLAR,, LONDON E14 0BB.
Rescue Plan Title:	Swift Scaffolding Ltd rescue plan No 1 without specialist rescue equipment (other than retrievable life line) for the recovery of a suspended individual after a fall in a construction or related context.

Operative sign to confirm that: I have had an explanation of our Rescue Plan incorporating the necessary Safe System of Work employed and I understand the risks associated with carrying out this activity and will abide by the further actions which need to be carried out to eliminate or reduce the effects of a fall from working at height while erecting and dismantling scaffold structures.

<u>Operative</u>		Date	<u>Supervisor</u>	
Name	Signature		Name	Signature

Supervisor sign to confirm that: the above personnel have had the detailed rescue action plan statement incorporating the necessary safe system of work explained to them for the safe completion of our package. I confirm that the above personnel have had the rescue plan explained to them and they understand the risks associated with carrying out this activity and will abide by the further actions which need to be carried out to eliminate or reduce the effects of a fall from height. I confirm that the above personnel have received training in the use of the SG4:15 and that the relevant checks of their safety harness have been carried out by the operative before they work at height.

SWIFT SCAFFOLDING LTD

Contractor:	Hill
Project:	BLACKWALL REACH, POPLAR HIGH ST, POPLAR,, LONDON E14 0BB.
Rescue Plan Title:	Swift Scaffolding Ltd rescue plan No 1 without specialist rescue equipment (other than retrievable life line) for the recovery of a suspended individual after a fall in a construction or related context.

Operative sign to confirm that: I have had an explanation of our Rescue Plan incorporating the necessary Safe System of Work employed and I understand the risks associated with carrying out this activity and will abide by the further actions which need to be carried out to eliminate or reduce the effects of a fall from working at height while erecting and dismantling scaffold structures.

[illegible]

Supervisor sign to confirm that: the above personnel have had the detailed rescue action plan statement incorporating the necessary safe system of work explained to them for the safe completion of our package. I confirm that the above personnel have had the rescue plan explained to them and they understand the risks associated with carrying out this activity and will abide by the further actions which need to be carried out to eliminate or reduce the effects of a fall from height. I confirm that the above personnel have received training in the use of the SG4:15 and that the relevant checks of their safety harness have been carried out by the operative before they work at height.

21. Method Statement & Risk Assessment Explanation Register

SWIFT SCAFFOLDING LTD

Contractor:	Hill
Project:	BLACKWALL REACH, POPLAR HIGH ST, POPLAR,, LONDON E14 0BB.
Method Statement Title:	The safe erection, adapting & dismantling of various access and support scaffold structures utilising traditional tube and fitting and other system scaffolding. - HIL 006/JC/002
Date:	22 nd August 2017

Operative sign to confirm that: I have had an explanation of our Method Statement incorporating the necessary Safe System of Work employed and I understand the risks associated with carrying out this activity and will abide by the further actions which need to be carried out to eliminate or reduce the effects of these risks. I will use the Advanced Guardrail System in line with the Training that I have received.

<u>Operative</u>		Date	<u>Supervisor</u>	
Name	Signature		Name	Signature

Supervisor sign to confirm that: the above Personnel have had the detailed Method Statement incorporating the necessary Safe System of Work explained to them for the safe completion of our package. I confirm that the above Personnel have had the attached Risk Assessments explained to them and they understand the Risks associated with carrying out this activity and will abide by the further actions which need to be carried out to eliminate or reduce the effects of these risks.

Contractor:	Hill
Project:	BLACKWALL REACH, POPLAR HIGH ST, POPLAR,, LONDON E14 0BB.
Method Statement Title:	The safe erection, adapting & dismantling of various access and support scaffold structures utilising traditional tube and fitting and other system scaffolding. - HIL 006/JC/002
Date:	22 nd August 2017

[illegible]

Prepared By Joe Coull *Tech IOSH* Health And Safety Manager

22. Method Statement 3 Monthly Review Register**SWIFT SCAFFOLDING LTD**

Contractor:	Hill
Project:	BLACKWALL REACH, POPLAR HIGH ST, POPLAR,, LONDON E14 0BB.
Method Statement Title:	The safe erection, adapting & dismantling of various access and support scaffold structures utilising traditional tube and fitting and other system scaffolding. - HIL 006/JC/002
Date:	22 nd August 2017

I confirm that I have carried out the Method Statement Quarterly Review & notified the Health & safety Department of Any Changes that need to be added to the work process incorporating the necessary Safe System of Work employed and I understand the risks associated with carrying out this activity.















Name (Print)	Signature	Review Date	Record & Notify H/S of any changes

Above signature to confirm that the following the review; any amendments/changes have been made known to all the relevant SSL personnel and that they have had the attached Risk Assessments explained to them and they understand the Risks associated with carrying out this activity and that they understand what they must do to abide by the further actions which need to be carried out to eliminate or reduce the effects of these risks to include any above amendments made.

23. Manual Handling assessment

<div style="text-align: center;"> SWIFT SCAFFOLDING LTD MANUAL HANDLING ASSESSMENT MAIN CONTRACTOR: Hill. SECTION 1 </div>							
<i>All scaffolding operations manual handling will be undertaken following training and Specific Guidance SG6:15 (Manual Handling in the Scaffolding Industry)</i>					<div style="text-align: center;"> or YES NO </div>		
Is there a significant risk of injury? (If the answer is no then the assessment need go no further).					<div style="text-align: center;"> </div>		
Can the operation be - avoided / mechanised / automated - at reasonable cost? (If the answer is YES, proceed with works and check result is satisfactory. If answer is NO, go to section 2).						<div style="text-align: center;"> </div>	
SECTION 2							
The Tasks - do they involve:		YES	NO	The Tasks - do they involve:		YES	NO
Holding loads away from trunk?				Constraints on posture?			
Twisting?				Poor floors?			
Stooping?				Variations in levels?			
Reaching upwards?				Hot/cold/humid conditions?			
Large vertical movement?				Strong air movements?			
Long carrying distances?				Poor lighting conditions?			
Strenuous pushing or pulling?				Individual capability - does the job:			
Unpredictable movement of loads?				Require unusual capability?			
Repetitive handling?				Hazard those with a health problem?			
Insufficient rest or recovery?				Hazard those who are pregnant?			
A work rate imposed by a process?				Call for special information training?			
The loads - are they:		YES	NO	Other factors:			
Heavy?				Is movement or posture hindered by clothing or personal protective equipment? <div style="text-align: center;"> </div>			
Bulky/unwieldy?							
Difficult to grasp?							
Unstable/unpredictable?							
Intrinsically harmful (e.g. sharp/hot?)							
What is your overall assessment of the risk of injury? INSIGNIFICANT / LOW / MEDIUM / HIGH (Delete where applicable)							
If INSIGNIFICANT, the assessment need go no further. If LOW / MEDIUM / HIGH, go to Section 4.							
SECTION 4 - REMEDIAL ACTION							
Statement of remedial action: -All operatives have received appropriate training including kinetic lifting techniques. Operatives to wear suitable PPE, Hardhat, Steel toecap footwear, Gloves, High-vis Jacket & Glasses. Supervisor to ensure mechanical lifting aids (crane, goods hoists, Forklift) are used where possible. Operatives to ensure they do not lift weight exceeding their capabilities. Ensure regular rest breaks. Regular toolbox talks reminding operatives of safe lifting techniques. Supervisors are to ensure safe place/systems of work are in place prior to work activities commencing.							
SIGNED: <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="text-align: center;"> (Assessor) </div> <div> Joe Coull </div> <div> Date: 22nd August 2017 </div> </div>							

24. **COSHH Assessment**

		COSHH Risk Assessment No: JC 002			
Establishment/Section: Scaffolding					
Describe the activity or work process. (Include how long and how often this is carried out and the quantity of substance used)			Erecting, & dismantling scaffolding using scaffold couplers that have previously been sprayed with Scaffeze lubricating/restoring oil		
Location of process being carried out?			On construction & refurbishment sites		
Identify the persons at risk:			Operatives (including trainees)	<input checked="" type="checkbox"/>	Contractors <input type="checkbox"/>
Name the substance involved in the process and its manufacturer. (A copy of a current safety data sheet for this substance should be attached to this assessment)			SCAFFEZE manufactured by Zeb		
Classification (state the category of danger)					
 <input type="checkbox"/> Very Toxic		 <input checked="" type="checkbox"/> Irritant		 <input type="checkbox"/> Extremely Flammable	
 <input type="checkbox"/> Toxic		 <input checked="" type="checkbox"/> Harmful		 <input type="checkbox"/> Highly Flammable	
 <input type="checkbox"/> Corrosive		 <input type="checkbox"/> Biological		 <input checked="" type="checkbox"/> Flammable	
 <input checked="" type="checkbox"/> Harmful		 <input type="checkbox"/> Oxidising		 <input checked="" type="checkbox"/> Environmental	
Hazard Type					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gas	Vapour	Mist	Fume	Dust	Liquid
Solid Other (State)					
Route of Exposure					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inhalation	Skin	Eyes	Ingestion	Other	(State)
Workplace Exposure Limits (WELs) please indicate n/a where not applicable					
Long-term exposure level (8hrTWA):			Short-term exposure level (10mins):		
n/a			n/a		

State the Risks to Health from Identified Hazards

Harmful if inhaled and may be fatal if swallowed.

Control Measures: (for example extraction, ventilation, training, supervision). Include special measures for vulnerable groups, such as disabled people and pregnant workers. Take account of those substances that are produced from activities undertaken by another employer's operatives.

Engineering measures:

Ensure good ventilation
Prevent the formation of aerosols
Use only in well ventilated areas.

Hygiene measures:

Wash hands after handling and before eating, smoking, using lavatory, and at the end of the day. Launder contaminated clothes before reuse.

Is health surveillance or monitoring required?









Yes

☐

No

☒

Personal Protective Equipment (state type and standard)

	<input type="checkbox"/>			<input type="checkbox"/>	
Dust mask			Visor		
	<input type="checkbox"/>			<input type="checkbox"/>	
Respirator			Goggles		
	<input checked="" type="checkbox"/>	Due to minimal quantities of substance on fittings in use; EN388 gloves with good personal hygiene		<input type="checkbox"/>	
Gloves			Overalls		
	<input type="checkbox"/>			<input type="checkbox"/>	
Footwear			Other		

First Aid Measures

Eye Contact: Rinse opened eye for several minutes under running water. Then consult a doctor.

Skin Contact: If skin irritation continues, consult a doctor. Immediately wash with water and soap and rinse thoroughly.

Inhalation: Supply fresh air; consult doctor in case of complaints.

General: Immediately remove any clothing soiled by the product.

Storage

Store in cool, dry, well-ventilated area with solvent resistant, sealed flooring. Keep in original or dedicated containers and reseal them when not in use.

Disposal of Substances & Contaminated Containers

Hazardous Waste ☐ Skip ☐ Return to Depot ☐ Return to Supplier ☐ Other ☒

(If other, please state);

Dispose of via authorised disposal contractor to approved waste disposal site, observing all local and national regulations, must not be dumped indiscriminately

Is exposure adequately controlled?

Yes



No



Risk Rating Following Control Measures

High



Medium



Low



NOTE:

This assessment is for the residue oil that may remain on the scaffold fittings or in the scaffold fitting bins following servicing activities in the Swift Scaffold Limited Logistics Yard at Marks Tey.

Scaffold fitting release oil will not be stored on site at any time.

Swift Scaffolding Limited operatives are issued with EN 388 gloves as standard.

Assessed by: Joe Coull

Date: 20th March 2017

Review Date: March 2018