

Are You 'Height Aware'?

What do you need to do?

Plan properly

■ Think about the work you do and identify all the activities that involve work at height. Don't forget one-off jobs and tasks which only take a few minutes.

■ Don't underestimate the risks, assess them - simply 'taking care' is not enough.

Avoid 'work at height' where possible

■ Use different equipment or methods of work - check what new equipment is available to buy or hire.

■ Think about how fixtures and fittings, plant and services could be designed or installed to avoid the need to work at height.

Select the right equipment and people

■ Where possible, use equipment which prevents a fall, eg podium steps, cherry pickers or tower scaffolds, which have a working platform and guard rails - don't make do to save money or time.

■ Check contractors are competent and have the experience to carry out the type of work you need to have done.

Train those doing the work

■ Make sure they know how to use the equipment properly, including erecting and dismantling it safely.

■ Check contractors have suitable training, ask to see certificates.

Inspect and maintain

■ Make sure all equipment is regularly inspected - damaged equipment must either be repaired or taken out of use.

Supervise and monitor

■ Check work is being carried out as planned and that the right equipment is being used.



Safe use of ladders and stepladders

An employers' guide



When is a ladder the most suitable access equipment?

Figure 7 Stepping off the base

Figure 8 Access ladders should be used to reach and select at least 1 m above the working point to provide a secure footing

Figure 9 Stepping off the base and working platform ledge on a ladder

Figure 10 Ladder always correct 1 in 4 angle powers of safety

Figure 11 Correct use of ladders. Don't work any higher up this than the manufacturer's safe working limit

Figure 12 Correct use of ladders. Don't work any higher up this than the manufacturer's safe working limit

Figure 13 Correct use of ladders. Don't work any higher up this than the manufacturer's safe working limit

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Further information

The 'Height Aware' Campaign Pack includes:

- Information Sheet 1: **Work at height: The basics**
- Information Sheet 2: **Selecting equipment for work at height**
- Information Sheet 3: **Selecting competent contractors for work at height**
- Information Sheet 4: **Selecting, using and maintaining personal fall protection equipment**
- Information Sheet 5: **Minor roof maintenance work: Protecting against falls**

A 'Height Aware' CD-Rom containing all these information sheets, other current HSE guidance, a toolbox talk on ladder and stepladder safety and a short video, *Safer Access For Maintenance Work*.

Printed copies of the campaign pack and a CD-Rom containing the campaign pack materials can be obtained free of charge from hsebooks@prolog.uk.com, or call HSE books on 01787 881165.

Please quote the following reference numbers:

- Printed Campaign Pack, including CD ROM - MISC 729
- CD ROM - MISC 729j

For other information check out the HSE website on www.hse.gov.uk/falls/index2.htm
To download the information sheets go to www.hse.gov.uk/falls/campaign/materials.htm

