

Padel Courts Deluxe SL

Av. Juan Carlos I, 121. Zip Code :
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Spain)
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Rocks Lane - Barnes

Reference: HP-RAMs-102

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Job Role: Commercial Director

Date: 14 June 2024

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1.0 Method Statement

Project: Rocks Lane - Barnes

Reference: HP-RAMs-102

Site Address:

Rocks Lane Multi Sport Centre

Rocks Lane

Barnes

London

SW13 0BY

Client: Rocks Lane

Start date: 20 Sep 2024

End date: 08 Oct 2024

Works Supervisor: Andrew Warren

1.1 Scope of works

Padel Court Deluxe have been contracted to deliver & undertake installation works for 4 Padel Tennis Courts.

1.2 Covid 19 / Coronavirus

Due to the ongoing Covid19 | Coronavirus pandemic, we have included Covid 19/Coronavirus as we consider this to be a significant risk to our workforce. An assumption has been made that the Principal Contractor is wholly compliant with the Site Operating Procedures issued by the Construction Leadership Council.

Specific details of how the site is managing Covid 19 /Coronavirus are detailed within the Construction phase plan developed and managed by the Principal Contractor.

As a company (Including all sub-contractors), we shall comply with all site rules implemented by the Principal Contractor to control Covid 19 /Coronavirus on their site.

1.3 Personnel involved in this project

The following persons will be working on site throughout this project:

- T Bawden
- J Watts
- F Watts

1.4 Training & Competence

All Company operatives are competent and sufficiently trained to carry out the tasks that are required as part of the project.

1.5 Legislation

Associated legislation:

- Health and Safety at Work Act 1974.
- Environmental Protection Act 1990.
- Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013.
- Construction (Design and Management Regulations) 2015.
- Provision and Use of Work Equipment Regulations 1998.
- First Aid at Work Regulations 1981.
- Personal Protective Equipment at Work (Amendment) Regulations 2022
- Health and Safety (Signs and Signals) Regulations 1996.
- The Workplace (Health, Safety and Welfare) Regulations 1992.
- Coronavirus Act 2020
- Manual Handling Operations Regulations 1992
- The Control of Vibration at Work Regulations 2005
- Work at Height Regulations 2005
- Lifting Operations and Lifting Equipment Regulations 1998

1.6 Access arrangements

All company operatives and sub-contractors will be inducted in **before** commencing with work on site.

Access and egress from the site shall be via the designated entrance and exit routes provided by the Principal Contractor. The Site Manager or Delegate will be informed of any problems with access & egress routes should they arise.

1.7 Tools and equipment

All tools and equipment utilised throughout the project shall be in good working order and inspected according to any relevant statutory provisions explicitly placed upon the tool or equipment. The Accompanying risk assessment shall **identify** the control measures that all employees and contractors shall adhere to **safely** operate company (Including hired) tools and equipment while on site.

The use of specialised manual handling aids shall only be undertaken by trained and competent personnel who have received suitable information, instruction and training in the use of the equipment.

If any tool or item of equipment is found to be impaired or not suitable for the task for any reason, it shall be removed from service and a suitable alternative sourced.

1.8 Waste Management

In the event of any environmental incidents, including spillages, the Site Manager or Delegate must be informed immediately - Details of the actions to take in the event of an environmental incident shall form part of the initial site induction.

Before commencing with the work activity, a suitable route for transportation must be determined and understood by all members of the work party.

When transporting waste through internal thoroughfares, care shall be taken to ensure that interior surfaces are not contaminated or damaged by waste materials.

When handling waste, PPE is required according to site rules, or the specific COSHH assessment (If applicable).

All waste materials are to be deposited into the correct type of skip &/or waste bin according to the site waste management plan.

1.9 Emergency procedures

Development and implementation of site emergency procedures is the responsibility of the Principal Contractor. Details of site emergency procedures are within the Construction phase plan.

Instruction and information related to site emergency procedures will take place during the site induction which all personnel are required to attend. In the event of uncertainty, all site operatives should discuss with the Site Manager or Health and safety support.

If any of the site emergency procedures change, all Operatives shall be informed to ensure that they are aware of all emergency requirements at all times.

1.10 First aid provision

All Operatives shall refer to the onsite safety notice board for all first aid information; All operatives will be shown the location of the safety notice board during the site induction.

The quantity of site first aid boxes shall be proportionate to the number of Operatives and site and stocked with contents according to BS 8599 unless a site first aid assessment dictates otherwise

The Principal Contractor shall be responsible for the site first aid provisions.

The quantity of Site first aiders shall be according to the First aid at work Approved Code of Practice document L74; details are in the table below:

Type of industry	How many persons employed	Number of trained and competent first aiders required
<u>Low hazard-</u> Offices, shops, libraries etc.	Less than 25	At least 1 appointed first aider
	Between 25 and 50	At least 1 Emergency first aid at work trained first aiders
	More than 50	At least 1 First aid at work trained first aider for every 100 persons employed
<u>Higher hazard-</u> Light engineering and assembly work, food processing, warehousing, extensive work with dangerous machinery or sharp instruments, construction, chemical manufacture etc.	Less than 5	At least 1 appointed first aider
	Between 5 and 50	At least 1 Emergency first aid at work trained first aiders depending on the type of injury which may occur
	More than 50	At least 1 First aid at work trained first aider for every 50 persons employed

First aiders on site guidance (Quantity)

1.11 Welfare provision

Provision of welfare arrangements on site is the responsibility of the Principal Contractor.

All welfare facilities shall be compliant with Schedule 2 of the Construction (Design & Management) regulations - this includes the provision, as a minimum, of the following:

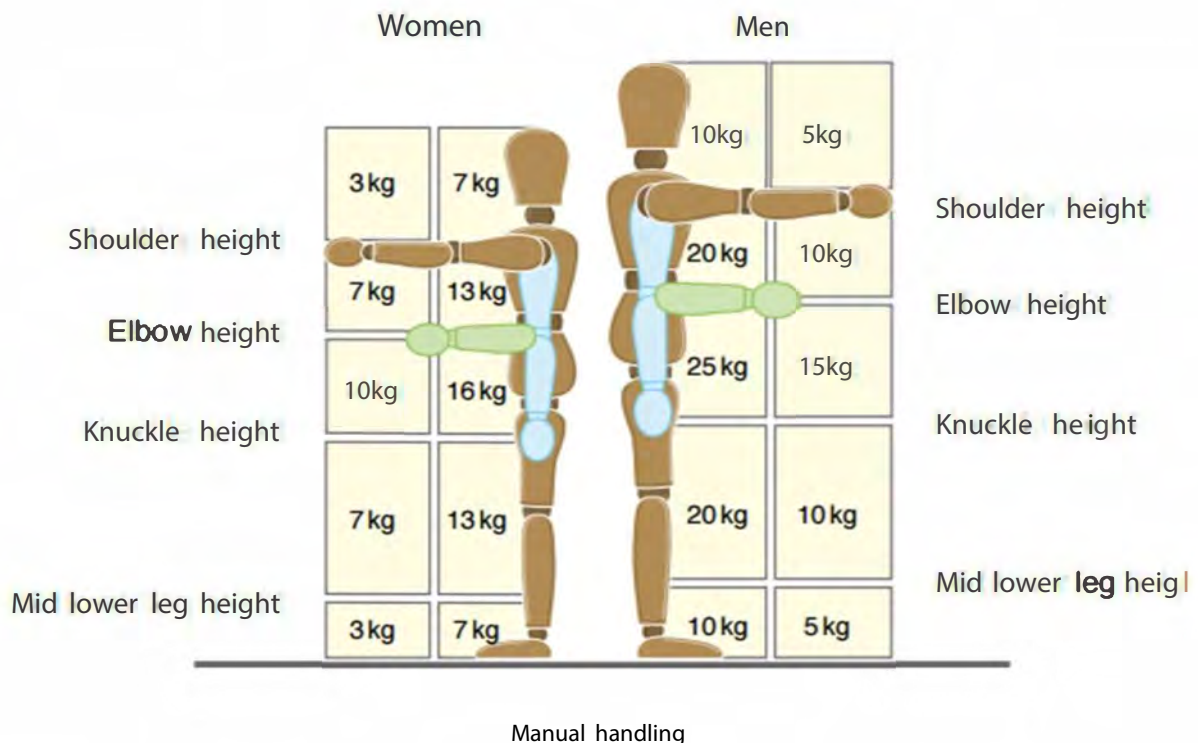
- Toilets (Including female facilities where required),
- Washing facilities,
- Clean, wholesome drinking water,

All welfare facilities on site are required to be safe and hygienic.

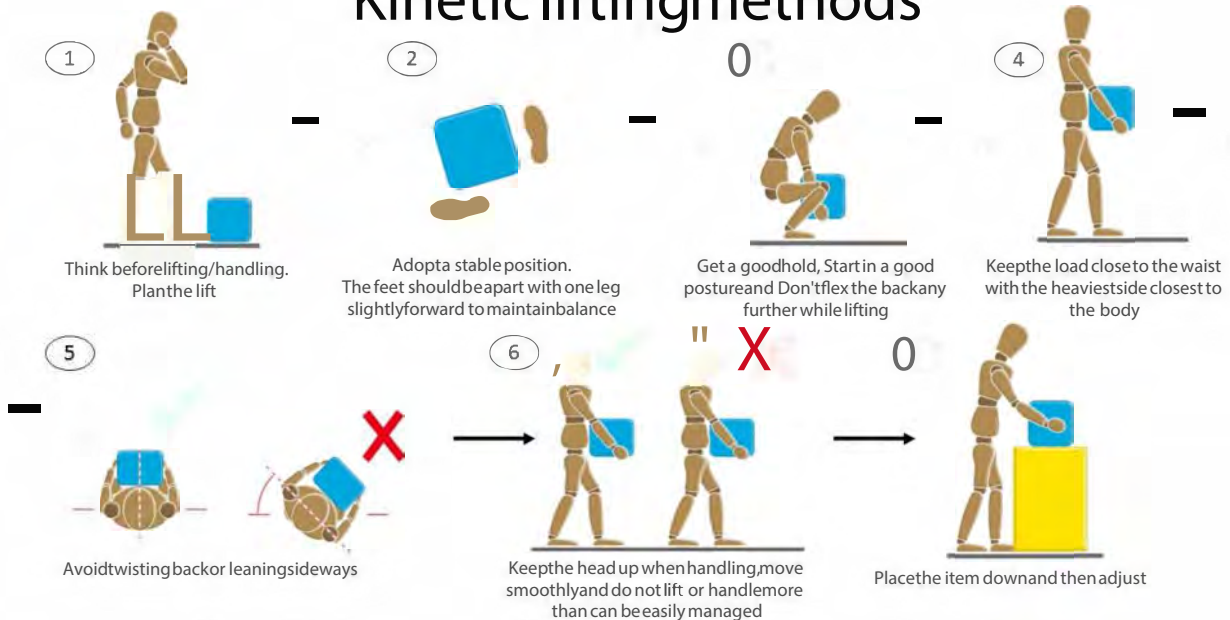
1.12 Manual handling

Where possible, all equipment and materials shall be transported using mechanical means.

Where equipment and materials are to be lifted and carried, all company operatives shall adopt Kinetic lifting methods as depicted below:



Kinetic lifting methods



Kinetic Lifting techniques

1.13 PPE requirements



Head protection
(En 397)



Protective
Footwear (Bs en
iso 20345)



Protective
Gloves



Hi Visibility
Clothing (Bs en
471)

1.14 Specific PPE requirements

All standard PPE required for site work shall be provided and used at all times by the Company's **Staff** and Contractors.

Standard PPE

While on site, all **staff** shall be required to wear the above PPE at all times.

Task-Specific PPE

Details of all specific PPE requirements required out-with the standard identified above is within any accompanying COSHH assessment or specific risk assessments contained within this document.

In the event of additional PPE is required that is not considered standard (as highlighted above or within the supporting risk assessments), these shall be provided by the Principal Contractor who will also be responsible for the provision of suitable information, instruction and training as required.

1.15 Amendments and Authorisation

In the event of changes from the proposed work scope, that job will be stopped and re-assessed.

The Works Supervisor will notify the Company Director (or delegate) and Site Manager and inform them of the change to the workscope.

If required, the RAMs document will be edited as necessary to reflect a significant change and re-submitted to the Site Manager or Delegate for approval.

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2.0 Sequence of Works

2.1 Column Installation

2.1.1 Installation of Column onto concrete floor

- PPE shall be worn in accordance with risk assessment requirements.
- Pre-use inspection on all tools and equipment required to install Column.
- Location of column shall be measured and marked.
- Column to be transported to the correct position by 2 persons.
- Column to be fixed into place.
- Repeat process as required until all columns are installed in accordance with project requirements/workscope.
- Remove all materials and dispose of waste in accordance with site waste management plan.

2.2 Use of plant, tools and equipment

2.2.1 Use of Fork **lift** truck

- PPE shall be worn in accordance with the risk assessment requirements.
- Proof of competency check to be undertaken by the Site Manager (Validation of CPC cards or equivalent).
- Operator to physically check that no maintenance is outstanding on the Fork lift truck and that all safety systems including handbrake, limit sensors, brake lights and horn etc. are fully functional and work without any issues.
- Pre-use inspection checklist to be complete and provided to the Site Manager for recording.
- Seat belt to be engaged and worn by the FLT Operator.
- All loads to be planned and reviewed prior to commencing with the transportation of equipment and materials.

- Review condition of all materials which require moving checking for integrity of storage boxes or pallets or other loose items which may drop during the transfer of the load to the designated landing area.
- Undertake inspection of ground conditions and determine - Ensure the ground is flat and in suitable condition.
- Review all gradients in accordance with manufacturer's instructions.
- Inspect all securing arrangements including any retaining straps, chains and fasteners etc.
- The load should be lifted slowly from the ground, then tilted backwards before determining whether the load is safe to lift higher.
- Determine whether the load obstructs the view of the Forklift truck operator at any time throughout the lift, if so, a competent Banksman is to be used.
- When reversing, a Banksman wearing hi-visibility clothing to be utilised to guide the Forklift truck Operator.
- Banksman to use signals in accordance with the health and Safety (Signs and signals) regulations if hand signals are used to inform the operator of any changes in direction required to safely land the load.
- Lift the load and place in the planned landing area.
- When not in use, the telehandler will be parked within the designated parking area with the handbrake applied and key removed from ignition.
- When using extension forks, the rating capacity on the Manufacturer's instructions is to be reviewed by the Forklift truck Operator.
- Reduce safe working load (SWL) on the Fork lift truck as per the information contained within the Manufacturer's instructions.
- If the operator is unsure of any aspect of the lifting operation they must immediately stop and consult the Site Supervisor.

2.2.2 Use of Hiab/lorry loader for basic **lift**

- PPE shall be worn in accordance with the risk assessment requirements.
- Operator to confirm that there is no maintenance is outstanding on the Hiab/lorry loader and that all safety systems are fully functional and work without any issues.
- Complete pre-use/daily inspection checklist.
- Confirm that the Hiab/lorry loader has a suitable rated capacity to safely complete the lift based on the load.
- Locate/Site the vehicle in a location where it can safely lift the load.
- Confirm clearances are sufficient with a minimum gap of 0.6 meters for any spaces where people may need to enter.
- Undertake inspection of ground conditions and determine whether additional outrigger pads are required to distribute weight.
- Confirm weather conditions, especially wind exposure is within tolerated limits.

- Confirm communication methods with those involved with the lift.
- Erect barriers and warning signage around the perimeter of the vehicle to warn of ongoing operations.
- Engage outriggers and level the vehicle.
- Instruct all persons to move to a safe location whilst the load is prepared for lifting.
- Secure the load to the hiab/lorry loader and lift approximately 2 inches from the vehicle.
- From a safe location, visually check that the load is likely to remain under control through the lift.
- Once confident that the load is safe and secure, place the load in the desired storage location.
- If the operator is unsure of any aspect of the lifting operation they must immediately stop and consult the Site Supervisor.
- Repeat process as required depending on the number of lifts.
- Once complete, return the hiab and controls to the stowage position.
- Disengage and return outriggers to stowage position.
- Lift and remove any outrigger pads.
- Dismantle and remove barriers and warning signage.

2.3 Glazing

2.3.1 Delivery of materials to site

- PPE shall be worn in accordance with risk assessment requirements.
- Delivery vehicles will be guided to the designated area by a Site representative.
- All items that are to be unloaded will be double checked to ensure safe working load capacities are satisfied
- All loads unloaded are to be laid down in a safe manner, and within the specified loading area.
- A delivery note is always enclosed with the supplied materials to clarify name of project, location, building number, type of materials, quantity, date of delivery, etc.
- Upon arrival of materials at the storage yard, the materials will be verified to ensure they match the delivery notes.
- Information will then be relayed to the Site Manager and Steelwork foreman.
- Unloading can be done manually or with cranes.
- Check the materials for damage once stored in the designated storage area.

2.3.2 Glass Panel Install

- PPE shall be worn in accordance with the task specific risk assessment.

- Pre-use inspection of all equipment required to install metal framed windows.
- Erect barriers and appropriate signage around the working area.
- Install all glazing panels.
- Install all screw used to secure the metal frames in place.
- Install any sub frame.
- Dispose of materials in accordance with the site waste management plan.

2.3.3 Install glazing partition system

- PPE shall be worn in accordance with risk assessment requirements.
- Pre-use inspection of all equipment required to undertake the Install glazing partition systems.
- Erect barriers and appropriate signage around the working area and any potential external drop zone.
- Measure the opening from wall to wall, ignoring skirting or trim.
- Consult manufacturer's design drawings and specifications.
- Cut floor level u-channel in accordance with the length of the opening.
- Cut out the door/opening section of u-channel from the ground level u-channel.
- Cut the ceiling level u-channel in accordance with the length of the opening.
- Install the floor and ceiling level u-channels.
- Install the glass panels leaving a 5mm gap between panels.
- Fill gaps with silicone.
- Hollow out a space in the floor and insert the floor box.
- Install the door.
- Clean the glass.
- Tidy surplus materials and store in a designated area.
- Dispose of materials in accordance with the site waste management plan.

2.3.4 Final Inspection

- Review all windows with Client/Principal contractor pending sign off.
- Demonstrate that all windows are functional including locking mechanisms.
- Provide client/Principal Contractor with keys to locking mechanisms.
- Demonstrate method of operation and ensure understanding prior to sign off.

2.4 Steel Erection, Framing systems & Safety Netting

2.4.1 Job site planning and preparation

- PPE shall be worn in accordance with risk assessment requirements.
- Confirm that there is space and suitably rated designated area for vehicle delivery and crane operations .
- Survey the local wind direction and strength and plan material storage and installation method in accordance with local weather conditions.
- Confirm the plan for unloading and material storage.
- Materials shall be stored within the pre-designated areas for each building and clearly identified for their location in that area.
- Confirm the availability of power source locations within the site.

2.4.2 Delivery of materials

- PPE shall be worn in accordance with risk assessment requirements.
- Delivery vehicles will be guided to the designated area by a Site representative.
- Confirm the safe working load of all mechanical aids are suitable for the weight of all components and bundles of steel.
- All unloaded materials shall be positioned in a suitable location, within the specified loading area.
- Review the delivery note and cross reference with the materials delivered throughout the delivery operation.
- Unloading of materials to be undertaken using site crane, forklift or telehandler depending on the size and weight of the steel work components.
- Prior to lifting, confirm the rigging arrangements including the position of slings and the balance of the load are suitable by lifting just clear of the supporting surface and then laying to rest on the supporting surface.
- Transfer materials from delivery vehicle to the designated storage area.
- Check the materials for damage once stored in the designated storage area.

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3.0 Risk Assessment

Risk Matrix

The hazards and associated risks with this activity have been identified and given a scored rating using semi-quantitative risk assessment methodology.

The risk assessment ratings are a subjective estimate based on the knowledge of the assessor and identify the level of risk without controls and also the level of residual risk once the control measures have been implemented.

To calculate risk rating, and residual risk rating you should multiply the Likelihood (1-5) by the Potential severity of injury (1-5) as depicted below.

Likelihood of injury	4	<div style="background-color: #00b050; color: white; padding: 5px; text-align: center;">Low risk</div> <div style="background-color: #ffc107; color: black; padding: 5px; text-align: center;">Medium risk</div> <div style="background-color: #dc3545; color: white; padding: 5px; text-align: center;">High risk</div>	This level of risk is acceptable to the company. Proceed with caution and stop the job if anything changes.
X			
Severity of injury	5		This level of risk is acceptable to the company if it cannot be reduced further following a review by an Authorised Person within the company.
=			
Risk/Residual risk			This level of risk is unacceptable and additional controls are needed to reduce the overall level of risk to an acceptable level.

Severity of injury	Likelihood of injury				
	1 Remote	2 Unlikely	3 Possible	4 Probable	5 Certain
Negligible injury such as bruises and abrasions	1	2	3	4	5
Minor Injury requiring first aid treatment	2	4	6	8	10
1-7 day absence from work injury	3	6	9	12	15
Regulatory reportable injury, disease or event	4	8	12	16	20
Disability, fatality or injury to the public	5	10	15	20	25

3.1 Driving company vehicles

Hazard Description: 3.1.1 Driving company vehicle for business purposes
 Person at risk: Driver and any passengers, General Public

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	3	All vehicles used for company business are maintained and are in roadworthy condition	1
• Road traffic accident leading injury and injury to others	x		x
• Damage to company property	5	Completed pre-use vehicle checklists sent to the Office for record-keeping.	5
	=	Drivers to complete vehicle checks before starting work including tyres, pressures and damage, oil and water levels, headlights sidelights and indicators, windscreen washers and safety features including seatbelts etc.	=
		Operatives are not permitted to drive while under the influence of alcohol or drugs and shall be subject to disciplinary proceedings for breaches with company policy.	
		Operatives instructed to adhere to speed limits at all times.	
		The Company will hold a copy of each driver's license on file which will be renewed annually.	
			0

3.2 Use of forklift truck or telehandler

Hazard Description: 3.2.1 Operation of **Forklift** truck

Person at risk: Other Site Operatives, Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	3	A Banksman will coordinate all reversing movements.	1
• Fatality	x		x
• Serious injury			
• Collision with temporary and permanent structures	5	All shelving, stacking and storage areas are highlighted as a visual aid to the vehicle Operator.	5
	=	All site workers to wear Hi-Visibility or reflective clothing.	=
		Audible alarm and flashing beacon fitted to Vehicle to inform of reversing movement.	
		Camera fitted to the rear of the vehicle to assist with reversing.	
		Flashing beacon fitted to the vehicle to alert of vehicle movement.	
		Main vehicle thoroughfares routed away from pedestrian walkways where possible.	
		Only one person to travel on Forklift Truck at any one time unless the equipment is designed to allow more than one person to use	
		Operative to be competent and trained to use the specific type of Forklift Truck on site.	
		Forklift Truck Operator to wear a Seat belt while operating equipment.	
		The Safe working load (SWL) of the Forklift Truck is not to be exceeded at any point.	
		The vehicle is serviced following Manufacturer's instructions.	
		The vehicle to be inspected daily before use and details of inspection recorded.	
		Trained and competent persons shall only operate the Forklift Truck.	

0

Tyres to be in good condition and inflated to the correct pressure.

Hazard Description: 3.2.2 Operation of Telehandler

Person at risk: Operative performing the work, Other Site Operatives

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	3	A Banksman will coordinate all reversing movements.	1
• Fatality	x		x
• Serious injury	5	All shelving, stacking and storage areas are highlighted as a visual aid to the Plant Operator.	5
• Collision with temporary and permanent structures	=	All site workers to wear Hi-Visibility or reflective clothing.	=
		Audible alarm and flashing beacon fitted to Vehicle to inform of reversing movement.	5
		Camera fitted to the rear of the vehicle to assist with reversing.	
		Flashing beacon fitted to the vehicle to alert of vehicle movement.	
		Main vehicle thoroughfares routed away from pedestrian walkways where possible.	
		Only one person to travel on Telehandler at any one time unless the equipment is designed to allow more than one person to use	
		Operative to be competent and trained to use the specific type of telehandler on site.	
		Telehandler Operator to wear a Seat belt while operating equipment.	
		The Safe working load (SWL) of Telehandler is not to be exceeded at any point.	
		The vehicle is serviced following Manufacturer's instructions.	
		The vehicle to be inspected daily before use and details of inspection recorded.	

Trained and competent persons shall only operate telehandler.

Tyres to be in good condition and inflated to the correct pressure.

3.3 Glazing

Hazard Description: 3.3.1 Glazing

Person at risk: Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	End cap chocking points shall not be used for slinging.	1
• Dropped objects	x		x
• Damage to glass	4	Delivery vehicle positioned in a suitable location with sufficient ground conditions including gradient.	4
• Crushing injuries to Operatives	=		=
	16	Inspect glass for damage to packaging or breakage before unloading. Glass securely held by the lifting equipment before removing the Restraining arms or pads - Maintain the safe angle of lean throughout the transfer. If mechanical offload is required, the restraining arms or pads should not be removed until the glass is securely held by the lifting equipment. Read manufacturer's written instructions and any warning labelling regarding unloading or safe handling practices before commencing with the activity. Where glass is stacked lengthways along the vehicle, e.g. on cross stillages or tubular stillages, unloading should take place from alternate sides, with arms and pads being replaced on the side not being offloaded.	4

3.4 Hand Tools (Use of)

Hazard Description: 3.4.1 Hand tools
 Person at risk: Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	Do not use modified tools.	1
• Personal injury including	x	Inspect all hand tools prior to use to ensure that they are in good condition.	x
• Bruising	3		3
• Cuts	=	Keep all hand tools in tool bags/boxes when not in use.	=
• Eye damage	=		=

Operatives must be deemed competent to use relevant hand tools.

Return all defective tools and equipment to the Line Supervisor and quarantine.

Use all tools and equipment in the manner in which they were designed to be used.

Wear Level 5 cut resistant gloves when using sharp/bladed tools.

3.5 Weather

Hazard Description: 3.5.1 Inclement/adverse weather
 Person at risk: Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All clothing worn by Operatives shall be reflective &/or Hi-visibility.	1
• Illness	x		x
• Increased risk of slips, trips or falls	3	Cold weather clothing provided to Operatives.	3
• Pneumonia	=	Footwear provided shall be of sufficient quality and maintained as fit for purpose.	=
• Cold		Suspend work if weather conditions make the task unsafe.	3
		Take account of weather conditions, wear appropriate clothing and take warm/hot drinks in cold weather.	
		Work is planned to reduce extensive exposure to cold weather.	

3.6 Manual Handling

Hazard Description: 3.6.1 Manual transport of equipment or materials
 Person at risk: Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All staff have trained in kinetic manual handling techniques.	1
• Musculoskeletal disorders	x		x
• Work-related upper limb disorders	3	Assess the best way to lift before moving the load, with the heaviest part of the load close to the trunk of the body.	3
• Sprains and strains	=		=
• Dropped objects			
• Slips, trips and falls	12	<p>Before transporting manually transporting any equipment or materials, ensure that the route to be taken is clear of any obstructions. Remove any potential hazards before carrying the material where possible.</p> <p>Manual handling risk assessment to be developed for the activity and understood by all members of the work party.</p> <p>Manually handle all materials on a firm and level ground where possible.</p> <p>Operatives shall wear gloves to increase adhesion when manually transferring loads.</p> <p>Operatives will not lift beyond their capabilities and will seek help for any load they consider too heavy or hazardous to lift.</p> <p>Team lift any loads that exceed the maximum guidance weight of 25kg.</p> <p>When bending and crouching, bend from your knees, not your back.</p> <p>When handling hot, cold or sharp items ensure correct gloves are worn.</p> <p>Where possible, mechanical lifting aids will be used to deliver and position heavy equipment and materials.</p> <p>Where possible, the load will be separated into smaller parts and increasing the frequency of the route rather than the overall weight being carried at any one time.</p>	3

3.7 Power tools (Including hand held power tools)

Hazard Description: 3.7.1 Use of power tools, including hand held power tools
 Person at risk: Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	A visual inspection must be carried out before use, any defects must be reported and the equipment withdrawn from service for repair or replacement as required.	1
• Cutting	x		x
• Stabbing			
• Penetrating Wounds	5		5
• Entanglement with tool bits	=	All personnel wearing respiratory protective equipment shall be Face fit tested by a competent person.	=
• Lacerations	20		5
• Eye damage		All power tools and machinery must be regularly inspected and maintained in good condition.	
• Hearing damage		Allow time for equipment to stop before placing into storage. Always use hearing protection when using power tools. Area to be segregated using barriers with appropriate warning signage to prevent unauthorised access into the work area. Battery operated tools considered before the use of low voltage tools and equipment. Goggles manufactured to the relevant British standard (BS EN 166) worn while operating power tools. Only trained and experienced operatives are allowed to use Power tools, inexperienced or young workers are kept under strict supervision while using power tools. Operatives prohibited from wearing loose clothing or gloves or use rags or other materials which could become entangled with moving parts. Operatives to wear suitable protective gloves to prevent friction burns and good grip when adjusting the position.	

3.8 Forklift truck (Use of)

Hazard Description: 3.8.1 Use of **forklift** truck

Person at risk: Operative performing the work, Other Site Operatives

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All site workers to wear Hi-Visibility or reflective clothing.	1
• Fatality	x		x
• Serious injury			
• Collision with temporary and permanent structures	5	Audible alarm and flashing beacon fitted to Vehicle to inform of any reversing movement.	5
• Collision with pedestrian	=		=
	20	Flashing beacon fitted to the vehicle to alert of vehicle movement.	0
		Forklift Truck Operator to wear a Seat belt during use.	
		Main vehicle thoroughfares routed away from pedestrian walkways where possible.	
		Only one person is permitted to travel on Forklift truck at any one time.	
		Operative to be competent and trained to use the specific type of forklift truck on site.	
		Safe working load (SWL) of Forklift truck is not to be exceeded at any point.	
		The gradient of ground/floor to be within the manufacturer's recommended limits.	
		Tyres to be in good condition and inflated to the correct pressure.	
		Vehicle inspected daily before use and details of inspection recorded.	
		Vehicle serviced and maintained according to the Manufacturer's instructions.	

3.9 Ladders

Hazard Description: 3.9.1 Use of ladders
 Person at risk: Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All ladders to be manufactured according to the associated British standard and classified for professional use.	1
• Fall from height	x		x
• Fatality			
• Serious injury	5	All Operatives are experienced, trained and competent to carry out work at height from a ladder.	5
• Dropped objects	=		=
	20	<p>Before use, visually inspect all ladders for damage, including all rungs, catches and safety devices.</p> <p>Engage all locking mechanisms on the ladder before use.</p> <p>Ladders shall not be erected in the vicinity of live overhead conductors.</p> <p>Ladders shall not be extended unless designed to do so.</p> <p>Ladders to be periodically inspected to ensure compliance with the work at height regulations.</p> <p>Materials shall not be hand carried by the Operative using the ladder.</p> <p>Only one Operative shall ascend, descend or use the ladder at any one time.</p> <p>Operative shall not work on the top 3 rungs of any ladder.</p> <p>Operatives shall secure tools at height with retention strap to prevent dropped object.</p> <p>Persons should ensure 3-point contact at all times when using the ladder.</p> <p>Position the ladder at a 75° angle where possible.</p>	5

Task duration shall not exceed 30 minutes without a suitable rest period taken by the Operative involved in the activity.

The ladder will be footed using stabilisers or persons securing the foot of the ladder if tying arrangements are not in place.

The operative should not lean from a ladder to perform the task.

Young &/or inexperienced Operatives are trained and closely supervised during ladder work.

3.10 Mobile scaffold {Use of}

Hazard Description: 3.10.1 **Performing** work from a mobile scaffold

Person at risk: Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All mobile scaffolds erected to manufacturer's instructions.	1
• Fall from height	x		x
• Fatality	5	Mobile scaffolding only erected by competent persons with PASMA certification &/or specific manufacturer training.	5
• Collapse of scaffold	=		=
	20	Mobile scaffolds to be tied or secured to a permanent structure with brakes applied at all times when not being transported.	5
		Mobile scaffolds to be accessed using an internal ladder or fixed staircase.	
		The movement of mobile scaffolding with equipment, materials or persons remaining on the structure is strictly prohibited.	
		Weather conditions to be continually monitored when using mobile scaffolds should not be used outside during adverse/ inclement weather.	

3.11 Slippery substances

Hazard Description: 3.11.1 Spilled substance

Person at risk: Operative performing the work, Other Site Operatives

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All fluids to be stored in a designated area away from walkways and thoroughfares.	1
• Slips and Falls	x		x
• Personal Injury	4	All spillages are immediately cleared up, using spill kit where required, post warning signs and leave in place until the area is safe.	4
• Dropped objects	=		=
	16	Barriers with warning signage displayed around the working area to prevent unauthorised access.	4
		Manage and remove potential slipping hazards as they arise and notify site management if additional assistance is required.	
		Spillages cleaned as soon as practicable and in accordance with COSHH assessment requirements.	

3.12 Materials stored at ground level

Hazard Description: 3.12.1 Equipment and materials stored at ground level

Person at risk: Other Site Operatives, Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All staff will wear protective footwear with non-slip soles and proper ankle protection at all times.	1
• Slips, Trips and Falls	x		x
• Personal injury	4	Store all equipment and materials in a designated area away from walkways and thoroughfares to prevent trips and falls.	4
• Dropped objects	=		=
• Potential obstruction during an emergency escape		Manage and remove potential slip & trip hazards as they arise and notify site management if additional assistance is required.	0

3.13 Materials on flatbed vehicle

Hazard Description: 3.13.1 Materials on flatbed vehicle

Person at risk: Driver, Other road users

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	If any loose materials are identified, stop the vehicle and the resecure the load.	2
• Load loss	x		x
• Damage to other vehicles	5	Operators licence is in place for all company vehicles.	5
• Injury to a member of the public	=	Ratchet straps &/or a suitably rated rope strapped across the trailer bed is used to secure materials/loads.	=
	20	The driver shall undertake a pre-use inspection to ensure that the load is safe before departing.	10

3.14 Coronavirus | Covid 19

Hazard Description: 3.14.1 Ongoing work during Coronavirus pandemic
 Person at risk: Operative performing the work, Other Site Operatives, Public

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	5	All workers are aware to report any potential illness/symptoms of Covid 19/Coronavirus, including illness/symptoms of family members that they live with.	2
• Cross-contamination of other persons	x		x
• Ill-health	5		5
• Fatality	=	All Workers will comply with all site rules in relation to the control of Covid 19/ Coronavirus.	=
	25	<p>Coronavirus toolbox talk delivered to the workforce.</p> <p>Daily briefing at the site that reminds workers of the specific control measures that are necessary to protect them, their families and the UK population.</p> <p>Daily monitoring and compliance with government guidance in relation to Covid 19.</p> <p>All Operatives shall use face coverings in accordance with government requirements.</p> <p>Pre-Work reminder to workers to report any coronavirus related symptoms.</p> <p>Social distancing guideline of 2 meters (or 1 meter with risk mitigation) will be adhered to at all times. In the event that this cannot be complied with, the job will be stopped and the Works Supervisor informed.</p> <p>Welfare facilities with supplies of soap and hot running water provided for all workers.</p>	10

3.15 Access and egress onto and around the site

Hazard Description: 3.15.1 Access and Egress onto and around site
 Person at risk: Operative performing the work, Other Site Operatives, Public

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	4	All site rules in relation to Covid-19 shall be adhered to at all times when on-site.	2
• Cross-contamination of other persons	x		x
• Ill-health	5	All Workers have been instructed not to travel to work if showing symptoms of Covid 19.	5
• Fatality	=		=
	20	<p>Covid 19 toolbox talk delivered to all company workers.</p> <p>Daily briefing at the site that reminds workers of the specific control measures that are necessary to protect them, their families and the UK population.</p> <p>Disposable respiratory and Personal protective equipment (Including face coverings) is worn, maintained, stored, and disposed of as per the manufacturer's instructions.</p> <p>Re-usable respiratory and Personal protective equipment (Including face coverings) shall be worn, maintained, stored, and cleaned as per the manufacturer's instructions.</p> <p>Workers to ensure that a 2-meter distance is maintained between themselves and other persons before entering site boundary.</p> <p>Workers will sign in and out of site using their own personal pen.</p>	10

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Project: Rocks Lane - Barnes

By signing below, you are confirming that you are fully aware of the risk assessment findings, the method that the work will be undertaken and the required standard of behaviour at all times while representing the company on site during this project.

Name	Job Role	Signature	Date

Review of the document delivered by:
Job Role: