



Herefordshire Mammal Group - Risk Assessment

HMG01 - WORKING WITH LADDERS

Location: All of Herefordshire	Assessment No: HMG01
Event: Working with Ladders	Assessment Date: 01Nov16
Date: 01 November 2016 to 31 October 2017	Assessor's Name: Denise Foster
Other Relevant Risk Assessments: HMG02 – Outdoor Field Surveys, Monitoring for Bats and Other Small Mammals HMG04 - Working in Disused, Derelict or any Building Structure including Confined Spaces	Assessor's Signature:

Activity Description: Working with Ladders

Surveying for bats in any building Structure eg Churches
Hibernation Surveys in roof voids, basements, railway tunnels,
Other bat Surveys in roof voids
Bat Box Checks

No.	Hazards Involved	Existing Control measures	Likelihood	X Severity	= Rating
1	<p>Fall of person from height due to:</p> <ul style="list-style-type: none"> - ladder set on soft or uneven ground or at the wrong angle; - ladder on poles or immature trees - ladder not secured or footed; - over-reaching whilst working on ladder; - Slips due to muddy or inappropriate footwear; 	<p>Only persons who are sufficiently fit, do not suffer from vertigo, do not have any pre-existing condition which would preclude them from ladder work, who are over 16 will be allowed to work with ladders.</p> <p>The correct ladder should be used for the work, taking account of the weight of the user, the likelihood of tools or equipment having to be used whilst on the ladder, and the severity of the conditions where it is used.</p> <p>The right ladder for the job will be used - ladders which are too long for the job can be just as dangerous as those that are too short;</p> <p>Ladders will be used for light work and any person will not carry more than a weight of 10kg up a ladder.</p> <p>A ladder will not be used in one position for more than 30 minutes.</p> <p>Person must maintain 3 points of contact (hands and feet) at the working position. Keep a secure grip at all times, with both feet firmly on the ladder. Where two hands need to be free for a brief period for light work. Keep two feet on the same step and the body (knees or chest) supported by the ladder to maintain three points of contact.</p> <p>A ladder will only be used at a site and on ground where it can be used safely at a height of no more than 5m.</p>	1	4	4

No.	Hazards Involved	Existing Control measures	Likelihood	X Severity	= Rating
		<p>If the ladder is located on a pole or immature tree ensure it has been footed by another volunteer and the ladder is securely tied to the tree to prevent the ladder rotating.</p> <p>Ladders will be placed at an angle of about 75 degrees to the horizontal – a ratio of 4:1. One metre out for every 4 metres in height.</p> <p>Over reaching will not be permitted whilst working on a ladder</p> <p>Firm soled flat shoes, preferably with a small heel must be worn.</p> <p>Only one person should be on the ladder at a time (other than where someone is footing the ladder)</p>			
2	Injuries from hand tools and materials whilst ascending or descending ladder;	<p>Volunteers are to be familiar and aware of the hazards of using tools whilst on ladders.</p> <p>Persons on the ground must keep a safe working distance if tools are being used.</p> <p>To avoid tools and equipment falling on people below, use a proper tool belt or a proprietary tool tray to store tools, do not have them resting loose on the rungs of the ladder;</p> <p>Tools and materials should not be carried up ladders - both hands should be free to hold onto the ladder. Hoists, tool bags on ropes or tool belts should be used.</p>	1	3	3
3	Contact with electrical equipment or overhead power lines, when using ladder or when carrying ladder;	Check that there are no overhead hazards, such as electrical cables in the area where ladders are being used.	1	4	4

No.	Hazards Involved	Existing Control measures	Likelihood	X Severity	= Rating
4	Manual handling injuries from carrying ladder	<p>Extension ladders must be carried at their smallest length. Slide the extension down, keeping the ladder at its smallest length</p> <p>Stand to the side of the ladder so about a third of the ladder is in front of you. Bend your knees and hold the upper rails with both hands and carry the ladder to the next location.</p> <p>If possible employ two persons to carry the ladder.</p>	2	2	4
5	Defective ladders - injuries to feet from setting down or dropping ladder.	A pre-check of the ladder must be carried out prior to using. Visually inspect the ladder for damage, missing non-slip feet, and to ensure that it is clean and dry;	1	2	2
6	Injuries and falls from using ladders in high winds, heavy rain or by vehicle impact;	<p>Ladder work will not take place in storm force winds or heavy rain</p> <p>Ladders will be placed at protected to minimise the risk of vehicle impact.</p>	1	3	3

Do any procedures/processes/plans relating to the task need to be amended or updated in light of your risk assessment findings? Yes No

If "Yes" give details:

Are current control measures adequate? Yes No

If "Yes" then the risk assessment is complete.

Risk Rating		Rating Action Bands	
<i>To establish Residual Risk Rating multiply "Likelihood" by the "Severity"</i>			
Likelihood	Severity of Injury	Band	Action Required

Risk Rating		Rating Action Bands	
1 Most Unlikely	1 Trivial injury	1 & 2 Minimal/Trivial risk	No further action. Monitor situation.
2 Unlikely	2 Slight injury	3 & 4 Low risk	Monitor control measures for continued effectiveness.
3 Likely	3 Serious. Chronic injury	6 & 8 Medium risk	Improve or increase control measures.
4 Most Likely	4 Major injury/Death	9, 12 & 16 High risk	Stop the work. Improve or increase controls immediately.