



RA028-CEN Working at Heights Risk Assessment

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Steve Usher	16/01/2026	15/01/2027

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SCOPE

This generic risk assessment covers working at height while on the back of a vehicle, using ladders, and operating a mobile elevated working platform (MEWP). The assessment identifies potential hazards, evaluates the risks, and outlines control measures to ensure safety.

Site specific risk assessment **MUST** be undertaken to establish any working at height risks that are present at the time.

Any changes to this document must be agreed with the Hatton QHSE Manager.

LINKED DOCUMENTS

Document Name	Location
PY003-CEN Incident Reporting Policy	Documents/QHSE/Policies/Policies
PY007-CEN Lone Working Policy	Documents/QHSE/Policies/Policies
PY036-CEN Health & Well Being Policy	Documents/QHSE/Policies/Policies
PY051-CEN Working at Height Policy	Documents/QHSE/Policies/Policies
PY053-CEN Personal Protection Policy (PPE)	Documents/QHSE/Policies/Policies

Notes:

- All the above documents can also be found on the field service tablets, if you are unable to find the document please speak to your Line Manager.
- This set of RAMS **MUST** be read before undertaking any battery duties.

SIGNIFICANT HAZARDS & RISKS

Falls from height can be the result of:

- working at height without appropriate equipment
- using equipment or practices not suitable for the task
- using work at height equipment incorrectly e.g. not in accordance with manufacturer’s instructions, design or load capabilities
- the failure of equipment or anchor points
- collapse of structure
- poor planning, supervision, training or lack of competency
- adverse weather conditions
- complex natural environmental conditions
- rough and uneven ground
- complex built environmental conditions

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- fatigue
- unpredictable behaviour of persons (note – rescues from height, with the exception of rescues of HTMP employees, are not covered by this GRA).

The nature and extent of an injury resulting from a fall from height may be influenced by:

- height from which the person fell
- angle of impact
- suitability/weight of personal protective equipment (PPE)
- any equipment being carried
- landing surface
- impact with protrusions/objects during a fall.

The wide range of operational areas involved when working at height may include:

- plant and machinery
- various modes of transport/vehicles
- confined spaces and damaged or collapsed structures
- cliffs, quarries, docks, bridges, piers and quays
- construction sites and scaffolds
- excavations
- using a ladder

HTMP may be required to work at height where a number of other hazards could be present which, when combined, could result in serious accident or injury. The significant hazards may include:

- environmental conditions
- adverse weather conditions
- falling objects

KEY CONTROL MEASURES

Avoiding work at height and the hierarchy of controls

The most effective risk control measure to preventing falls is to avoid working at height in the first instance. This principle needs to be built into the planning processes at all levels within HTML operations. Where working at height cannot be avoided consideration must be given to the following hierarchy of controls:

- Carrying out the task from an existing place of work that does not need additional controls e.g. ground level, mezzanine floors, staircases etc
- Carrying out the task from a safe working platform

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- Collective fall prevention – barriers and guard rails
- Individual fall prevention – Work restraint (sometimes known as travel restrictor): a system consisting of the equipment used to keep a person from reaching a fall point such as the edge of a roof, or the edge of an elevated work platform
- Individual fall protection – Full body harness and fall arrest system is a method to reduce the consequences should a fall occur. The entire system must be capable of withstanding the impact forces involved in a fall (including any additional weight being carried such as equipment etc.) and must be capable of minimising those forces to an acceptable level.

PRE PLANNING

An essential element of management of risk is pre-planning. HTML standards in terms of equipment and operational personnel required for safe systems of work to be employed.

HTMP should collate information on the risks in their area and make site specific risk information available to all relevant personnel prior to any working at height is undertaken. This approach will help to ensure that work at height activity is planned, supervised and carried out safely.

HTMP should undertake an environmental scanning exercise to assist in gathering information to substantiate the risk assessment where work at height may be required:

Generic risks may include:

- large/tall buildings or industrial complexes
- Moving vehicles/plant
- masts
- pylons
- Site Personnel
- General Public
- steep embankments or dams
- trees, etc.
- Weather conditions

There may be the need for site specific risk assessments. In such circumstances operational information should be developed specific to the site containing all the required information to ensure safety.

All Managers & Supervisors with a responsibility for organising and planning for work at height must be competent. Specific work at height responsibilities e.g. training, equipment procurement etc. should be included in health and safety policies and where appropriate job descriptions.

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TRAINING

All personnel operating at height must receive appropriate training before undertaking those duties. No HTMP should work at height without proper equipment or training.

The training programme should include:

- knowledge, understanding of and the ability to apply the hierarchy of control measures in respect of working at height
- knowledge and understanding of the HTML working at height policy/procedures

Training records should be kept to provide an effective audit trail.

Note: The HSO16_CEN H&S product Familiarisation form can be used to document the training, all completed forms to be sent to the HR Officer

It is essential that all operational personnel are suitably trained and assessed for competency in the use of their personal fall protection systems and work at height equipment as well as the pre-checking of that equipment. These personnel must also have an appropriate aptitude for working at a height along with sufficient training, knowledge and actual experience to enable them to:

- carry out their assigned duties at the level of responsibility allocated to them
- understand fully any potential hazards related to the work and the equipment to be used
- detect any defects or omissions in that work and equipment, recognise any implications for health and safety from those defects or omissions, and be able to take remedial action to deal with these.

It is also essential that the HTML ensures that competent personnel undertake appropriate post-use inspection and testing.

ONGOING OPERATIONAL ASSESSMENT OF RISK

Points to consider include:

- alternative ways of working – avoid work at height if possible
- time imperatives for action and duration of activities
- competence of personnel relative to the complexity of the intended activities
- availability of suitable resources
- environmental conditions, including weather
- access and egress
- organisation of the work area
- communication requirements

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- safety management systems
- emergency procedures including rescue of HTMP personnel working at height
- control measures appropriate to the number of people exposed to the risk
- falling objects and control of hazard zones.

EMERGENCY PROCEDURES

In Case of a Fall

- Ensure the injured person is safe from further harm.
- Administer first aid if trained to do so.
- Contact emergency services immediately.
- Secure the area to prevent further incidents.

In Case of Equipment Failure

- Cease operations immediately.
- Evacuate the area if required.
- Report the issue to the supervisor.

In Adverse Weather

- Halt work and move to a safe location.
- Secure equipment and tools to prevent them from being blown or washed away.

REVIEW & MONITORING

- This risk assessment should be reviewed regularly or after an incident.
- Supervisors must ensure compliance with the control measures.
- Conduct regular audits of work practices and equipment.

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RISK ASSESSMENT

The following risk assessments are based on changing a wheel, the following operational hazards and risks provide a general indication of what may be encountered on these works.

If at any point throughout your work, you encounter an unsafe situation you **MUST** stop work and contact your Supervisor immediately for guidance.

- If ANY risk is **HIGH**, **do not proceed with the operation**, abandon the job or look into doing it a different way.
- If ANY risk is **MEDIUM**, **proceed only with caution**, introduce additional controls, where possible.
- If ALL risk is **LOW**, **proceed with work**.

Likelihood Categories		Severity Score				
Category	Description	1	2	3	4	5
A	Extremely Unlikely					
B	Unlikely					
C	Occasional					
D	Likely					
E	Expected					
Severity Score Descriptions						
1	Minor injuries/inconveniences. Employee can continue to work. Short term local damage					
2	Minor injuries. Operative requires first aid treatment. Stops work. Medium term local/short term regional damage.					
3	Reportable/LTI or illness Long term local/regional damage					
4	Major injury or illness with long term effects Long term widespread damage					
5	Fatalities Widespread permanent damage					
Action Required						
Low Risk	Check that no other risks can be eliminated by modifications of design then proceed with design. Record residual risks					
Medium Risk	Reduce risks as far as reasonably practical. Consider alternative design or construction method. If alternatives are not available, specify precautions to be adopted. Record residual risks.					
High Risk	Seek alternative solutions. If alternatives are not available, specify precautions to be adopted & advise Senior Management & Supervisor (if appropriate). Record residual risks					
Hazard Phase Codes				Examples of Persons at Risk		
SIS	Site Investigation/Survey			Inexperienced (I)		
OD	Outline Design			Vulnerable Road Users (VRU)		
DD	Detailed Design			Public (P)		
C	Construction			Cyclists (C)		
CMT	Commissioning /Testing			Lone workers (LW)		
O	Operation			TM Operative (TMO)		
M	Maintenance			Site Personnel (SP)		
D	Demolition/Decommissioning/Dismantling			All		

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Hazard(s)	Persons at Risk	Risks	PRE-RCM			Risk Control Measures (RCM)	POST-RCM		
			Likelihood	Severity	Risk		Likelihood	Severity	Risk
Falls from height	Operative. Site personnel. Public in the vicinity.	<ol style="list-style-type: none"> Working on vehicle surfaces. Using ladders. Operating MEWPs. 	C	3	M	<ol style="list-style-type: none"> Ensure all personnel are trained in working at height safety. Use appropriate fall protection equipment (harnesses, lanyards, and anchor points). Inspect vehicle surfaces for stability and cleanliness before starting work. Ensure ladders are used at the correct angle (4:1 ratio) and secured to prevent slipping. Operate MEWPs only by trained and certified personnel. Working from height policy in place. 	A	3	L
Slips and Trips	Operative. Site personnel. Public in the vicinity.	<ol style="list-style-type: none"> Uneven or slippery vehicle/plant services. Misuse of ladders. Obstructions in the work area. 	C	3	M	<ol style="list-style-type: none"> Keep work areas clean and free of debris. Use anti-slip mats on vehicle surfaces where feasible. Inspect ladders and equipment for defects before use. Non-slip soled boots to be worn 	A	3	L
Falling Objects	Operative. Site personnel. Public in the vicinity.	<ol style="list-style-type: none"> Tools or materials falling from height. 	C	3	M	<ol style="list-style-type: none"> Use tool lanyards to secure equipment. Set up exclusion zones below work areas to prevent personnel access. Ensure materials are stored securely when working at height. 	A	3	L
Vehicle Movement	Operative. Site personnel. Public in the vicinity.	<ol style="list-style-type: none"> Instability of the vehicle during operations. Inadvertent vehicle movement. 	B	3	M	<ol style="list-style-type: none"> Apply parking brakes and use wheel chocks. Clearly communicate to drivers when work is being conducted. Use warning signs and barriers around the vehicle. 	A	3	L
Equipment Failure	Operative. Site personnel. Public in the vicinity.	<ol style="list-style-type: none"> Ladders or MEWP's malfunctioning or being improperly used. 	D	3	H	<ol style="list-style-type: none"> Inspect ladders and MEWPs regularly and before each use. Remove defective equipment from service immediately. Ensure ladders and MEWPs are used within their specified load capacities. 	A	3	L

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Hazard(s)	Persons at Risk	Risks	PRE-RCM			Risk Control Measures (RCM)	POST-RCM		
			Likelihood	Severity	Risk		Likelihood	Severity	Risk
Electrical Hazards	Operative. Site personnel. Public in the vicinity.	1. Contact with overhead power lines when using ladders.	B	5	M	a. Conduct site surveys to identify overhead power lines. b. Maintain safe working distances from electrical hazards. c. Use insulated equipment when necessary.	A	5	M
Weather Conditions	Operative. Site personnel. Public in the vicinity.	1. Wind, rain, or icy conditions making work surfaces slippery or unstable.	B	5	M	a. Avoid working at height in adverse weather conditions. b. Use weather forecasts to plan work schedules. c. Provide appropriate clothing and footwear for weather conditions.	A	5	M
Manual Handling Injuries	Operative. Site personnel. Public in the vicinity.	1. Lifting or moving heavy equipment like ladders or tools.	C	3	M	a. Train personnel in manual handling techniques. b. Use mechanical aids or team lifts for heavy items. c. Position ladders and tools close to work areas to minimize carrying distances.	A	3	L

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ENVIRONMENTAL RISK ASSESSMENT

- If ANY risk is **HIGH**, **do not proceed with the operation**, abandon the job or look into doing it a different way.
- If ANY risk is **MEDIUM**, **proceed only with caution**, introduce additional controls, where possible.
- If ALL risk is **LOW**, **proceed with work**.

Control		Severity Score				
		Insignificant /Positive	Minor	Moderate	Major	Severe
Category	Rating Description	1	2	3	4	5
A	High degree of control					
B	Medium degree of control					
C	Moderate degree of control					
D	Slight degree of control					
E	Negligible degree of control					
Severity Score Descriptions						
1	All aspects fully controlled or have negative effect upon the environment					
2	Aspects exist at recognisable levels, which may impact on the environment; but any change is easily recoverable with no lasting effect					
3	Will have an effect on the environment. Damage is short term and is always recoverable					
4	Major Impact. Damage is not permanent, but may take some time to remedy					
5	High Impact. Risk of severe environmental damage					
Action Required						
Low Risk	Low impact identified - Control measure to be adopted and monitored					
Medium Risk	Medium impact identified - Ensure that the aspect & impact assessment is reviewed, further controls may be necessary					
High Risk	High impact identified - Re-evaluate the aspect & impact assessment and develop / determine greater controls					
Hazard Phase Codes				Examples of Receptor		
SIS	Site Investigation/Survey			Air (A)		
OD	Outline Design			Land (L)		
DD	Detailed Design			Water (W)		
C	Construction			Natural Resources (NR)		
CMT	Commissioning /Testing			Community/Residence/Pedestrians (CRP)		
O	Operation			Operative (O)		
M	Maintenance			Ecology /Habitat (EH)		
D	Demolition/Decommissioning/Dismantling			All		
Key Environmental Issues						
Local effects of Pollution (air quality, noise, waste, lighting, odour)			Carbon emissions and greenhouse effect global warming			
Water source and ocean Pollution			Deforestation, soil erosion and land quality			
Material resources & Land despoliation, supply chain issues & inequal disruption to impacts			Energy Supplies, innovations in food and fuel			
Waste and International waste trade			Agricultural issues arising from global trade			
Climate change and extreme weather events			Biodiversity loss			

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Item	Activity	Phase Code(s)	Aspect	Receptor	Potential Impact	PRE-Risk Control Measures			Risk Control Measures	POST-Risk Control Measures		
						Control	Severity	Risk		Control	Severity	Risk
1	Disposal of Waste	O	Failure to follow waste hierarchy Failure to comply with Duty of Care Avoidance of disposal of waste	All	Local effects of Pollution (air quality, noise, waste, lighting, odour) Water source and ocean Pollution, Waste and International waste trade Deforestation, soil erosion and land quality, Biodiversity loss	B	3	M	a. Waste that is generated from this operation is to be brought back to the depot if on site to dispose of within the waste receptacles. b. Any waste generate at depot level needs to be disposed of correctly using the correct waste receptacles c. A Contractor GoGreen manages waste. d. Reports are generated by the QHSE Manager and reported on at the Senior Management QHSE meetings e. Weekly walk around checks are carried out within the depots to ensure waste is in the correct areas	A	3	L

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