

GENERIC RISK ASSESSMENT FOR DESKSURFER

Company: \_\_\_\_\_  
Company  
Address: \_\_\_\_\_

Project: \_\_\_\_\_  
Project  
Address: \_\_\_\_\_

Assessment Date: \_\_\_\_\_ Review Date: \_\_\_\_\_ Name of Assessor: \_\_\_\_\_

Unique Reference/Risk Number: \_\_\_\_\_ Date: \_\_\_\_\_

Trade: (e.g. Facilities & Maint. Eng.) \_\_\_\_\_

Activity: (e.g. Electrical, H & V, Air Con., Plant & Maint., work) \_\_\_\_\_

Person(s) at Risk: General Public/General Operative/Site Visitor/Tradesperson/Self/ \_\_\_\_\_

HEALTH/SAFETY HAZARD: WORKING AT HEIGHT - GENERAL

Risk Management

- The most appropriate access equipment is used depending upon the nature of the work: e.g. Desksurfer, scaffolds, MEWPS, ladders
- Only competent staff are employed to work at height
- The work is organised so that the possibility of falls from height is minimised
- Load-spreading devices are used when working on or near fragile materials
- Effective fall protection measures taken, e.g. guard-rails and toe-boards are fitted to all work platforms
- Fall arrest equipment (e.g. safety harness and lanyards) only used where effective fall prevention measures cannot be taken
- Users of fall arrest equipment are trained to use and inspect it
- Sufficient space is allowed under fall arrest devices to enable them to be effective
- A safe method is provided for getting to and from the work area
- Areas below where work at height is being carried out are restricted (or barrier) as necessary, to prevent injury from falling objects
- Appropriate signs are displayed
- Waste material is transferred to ground level in a controlled and safe manner

Residual risk – SEVERITY: LOW Residual risk – LIKELIHOOD: LOW

HEALTH/SAFETY HAZARD: USE OF DESKSURFER – HEIGHT ADJUSTABLE WORK PLATFORM

Risk Management

- All Desksurfers are operated and used by competent people
- The Operator Instructions, Safety Guide, Maintenance Rules, SWL etc., are followed
- Desksurfer are inspected by a competent person: before they are first used, after substantial alteration, after any event likely to have effected their stability and at intervals not exceeding 7 days
- At 2m or more platform height inspection reports are completed by the person inspecting the Desksurfer.
- Guardrails are located on the platform
- Sections of guard-rail that have to be removed are replaced as soon as possible afterwards
- Alternative fall prevention methods are employed whilst any section of guard-rail is removed
- Toe-boards of a minimum height of 150mm (6 inches) are fitted to the platform
- Desksurfers are operated and used to cope with their safe working load e.g. SWL 150kg (23.5 stones)
- There is safe access to the working platforms
- All Desksurfers are operated in a manner that they are stable in use
- Desksurfers are only used on a firm level surface, or levelled as necessary with (optional) leg adjustment
- Desksurfers are secured to the adjacent fixed structure where necessary e.g. outside/windy conditions
- Desksurfers have effective brakes which are applied at all times when the Desksurfer is not being moved
- The working platform is cleared of a person, materials, tools etc., before a Desksurfer is moved
- Desksurfers have built in ladder sections that are only used to gain access (and egress) from the working platform
- Stabilisers/Outriggers are fitted to Desksurfers and correctly positioned to increase stability
- Desksurfers to be reduced in height before moving

Residual risk – SEVERITY: LOW Residual risk – LIKELIHOOD: LOW

Level of Risk: In view of the 'Risk Management' my selected Desksurfer is suitable for the task and site.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_