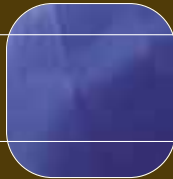
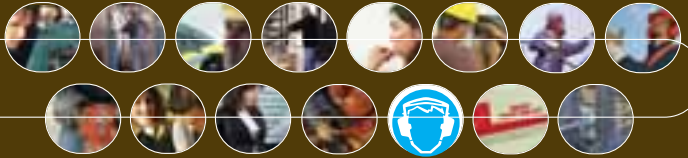


Safety Toolkit and Short Guide to General Application Regulations 2007  
Work at Height Section



**Work at Height**

# Introduction



## Safety Toolkit

The objective of the Toolkit is to provide guidance on the prevention of accidents or ill health at work and to provide a practical tool towards a safer workplace. It covers requirements of the Safety, Health and Welfare at Work (General Application) Regulations, 2007 as amended and is aimed specifically at small and micro businesses. It is not intended as a legal interpretation of the legislation. Legal advice should be sought where required.

Checklists provided are non-exhaustive and in no particular order

## How do I use the Toolkit?

The Toolkit is intended to assist you to monitor and improve standards of safety, health and welfare. It will assist you towards complying with the law.

1. Use the checklists to monitor how you're doing.
2. Make any required improvements.
3. If necessary, investigate further to find out what you need to do and set a timescale for achieving it.
4. Use the Action Date column to show when action taken.

Checklists provided are non-exhaustive and in no particular order.

At the end of each point in the check list reference is made to the corresponding part of the Regulations, for example (r51) indicates Regulation 51.

## Where can I get further advice?

The Health and Safety Authority's website [www.hsa.ie](http://www.hsa.ie) contains a large amount of additional information. Most of the information on the website can be accessed free-of-charge. The website has detailed guides on each section of these Regulations. Each guide contains advice on where to find further information.

The Health and Safety Authority's Workplace Contact Unit (WCU) is a helpdesk resource for employers, employees and the public. You can contact the WCU through

- ▲ Locall: 1890 289 389 (Monday to Friday, 9am to 5pm)
- ▲ Fax: 01 614 7125
- ▲ Email: [wcu@hsa.ie](mailto:wcu@hsa.ie)
- ▲ Write to: Workplace Contact Unit, Health and Safety Authority, Metropolitan Building, James Joyce Street, Dublin 1



## Work at Height

Work at height means a place where a person could be injured by falling, even at or below ground level. It also includes access and egress from such places. Deaths and injuries caused by falls from height are a significant percentage of workplace fatalities and serious injuries each year.

### What does this section deal with?

This section deals with all work at height where there is a risk of personal injury. It provides a fundamental framework, based on risk assessment, applicable to the wide range of work activities carried out at height. It sets out the key requirements for safe working at height and provides guidance on equipment.

### Does this section apply to all work at height?

*“Work at height”* **does not include** access to or egress from any place by a staircase in a permanent place of work.

### Some Important Points

- ▲ Avoid work at height where this is reasonably practicable
- ▲ Use work equipment or other measures to prevent falls where you cannot avoid working at height
- ▲ Prevent anyone falling a distance liable to cause personal injury
- ▲ Ensure all work at height is properly planned, organised, supervised and carried out
- ▲ Ensure the place where work at height is done is safe
- ▲ Ensure all work at height takes account of weather conditions
- ▲ Ensure those involved in work at height are instructed and trained
- ▲ In selecting equipment give collective protection priority over personal protection
- ▲ Ensure equipment for work at height is appropriately inspected
- ▲ Ensure the risks from fragile surfaces are properly controlled
- ▲ Ensure injury from falling objects is prevented
- ▲ Ensure employees are consulted



## Work at Height Checklist

Requirement	Yes	No	N/A	Action Date
<b>Organisation, Planning and Risk assessment</b>				
Work at height properly planned, supervised and carried out in a safe manner (r95)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
When planning work at height, equipment selected in accordance with advice in Reg 100 (r95)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Risk assessment and safety statement prepared (r95)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Plan prepared for emergencies and rescues (r95)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Take account of risk assessment (r95)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Surface and every parapet, permanent rail or other such fall protection checked visually prior to use and at appropriate intervals (r96)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Work at height carried out only when weather conditions pose no risk (r97)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Avoidance of Risks from work at height</b>				
Taking account of general principles of prevention in Schedule 3 of 2005 Act				
▲ no work at height where reasonably practicable to carry out work safely otherwise than at height (r98)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ no work at height unless safe (r98)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ where necessary to work at height, prevent employee falling a distance liable to cause injury, including work from an existing place or using existing access or egress and where not practicable ensure equipment to prevent a fall (r98)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Where risk of a fall provide equipment to minimise the distance and risk of injury and provide training and instruction or other measures to prevent any employee falling (r98)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Requirement	Yes	No	N/A	Action Date
<b>Protection of places of work at height</b>				
Place of work or access or egress				
▲ stable and of sufficient strength and rigidity (r99)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ on a stable, sufficiently strong surface (r99)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ of sufficient dimensions for safe passage and the safe use of plant or materials (r99)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ suitable and sufficient edge protection (r99)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ no gap through which an employee or any material or object could fall (r99)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ in such condition as to prevent slipping or tripping, or being caught between it and any adjacent structure (r99) and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ moving parts prevented from moving inadvertently during work at height (r99)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Selection of work equipment for work at height</b>				
In selecting equipment for use at height give collective protection priority over personal protection and take account of				
▲ working conditions and risks (r100)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ for access and egress, the distance and height (r100)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ distance of a potential fall and the risk of injury (r100)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ duration and frequency of use of equipment (r100)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ need for easy and timely evacuation and rescue (r100)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ any additional risk from use, installation or removal of equipment or evacuation and rescue (r100)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ characteristics, including dimensions appropriate to work and loadings (r100)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Requirement	Yes	No	N/A	Action Date
▲ allows safe passage ( <i>r100</i> ) and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ the most suitable equipment ( <i>r100</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Surface of supporting structure stable, of sufficient strength and of suitable composition to support the structure, platform and any loading ( <i>r101</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Supporting structure suitable and of sufficient strength and rigidity ( <i>r102 amended</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Mobile structure, prevented from moving inadvertently ( <i>r102 amended</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
If altered or modified, does it remain stable ( <i>r102 amended</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Guard-rail, toe-board, barrier or other similar protection				
▲ of sufficient dimensions, strength and rigidity ( <i>r103</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ so placed, secured and used to prevent it becoming accidentally displaced ( <i>r103</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ so placed to prevent fall of employee, or material or object ( <i>r103</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ in construction work the top guard-rail is at least 950 mm above the edge from which any employee is liable to fall, toe-boards suitable and sufficient and gap between intermediate guard-rail and other guard-rail, toe-board, barrier or other similar protection does not exceed 470 mm ( <i>r103</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Task not performed while the guard-rail, toe-board, barrier or other similar protection removed, unless effective compensatory safety measures ( <i>r103</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Stability and safety of working platforms</b>				
Working platform suitable and of sufficient strength and rigidity ( <i>r104</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Working platform erected and used to ensure components not accidentally displaced ( <i>r104</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Requirement	Yes	No	N/A	Action Date
If working platform altered or modified does it remain stable (r104)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Moving parts prevented from moving inadvertently during work at height (r104)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Working platform is of sufficient dimensions for the work and provides a safe working area (r105)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Working platform has suitable surface and has no gaps through which an employee or material can fall causing injury (r105)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Scaffolding, Additional requirements</b>				
Every scaffold of good design and construction, composed of suitable and sound material and of adequate strength (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
A scaffold not available for use is marked with warning signs and, where appropriate, protected by barriers (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Scaffolding assembled, dismantled or significantly altered is only carried out under a competent person and by persons who have received specific training and, in particular				
▲ in understanding the plan for assembly, dismantling or alteration (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ safety during assembly, dismantling or alteration (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ measures to prevent the risk of persons, materials or objects falling (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ measures in the event of changing weather conditions (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ permissible loadings (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ any other risks that entail (r107)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
A collective safeguard for arresting falls is only used if				
▲ risk assessment has demonstrated the work can be performed safely using it (r108)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	



Requirement	Yes	No	N/A	Action Date
▲ use of other, safer work equipment is not practicable (r108)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ sufficient persons are available to assist and have adequate training, including rescue procedures (r108)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Safeguard is suitable and of sufficient strength to arrest safely the fall of any employee (r108)				
<b>Arresting falls and related systems</b>				
Safeguard securely attached to anchors, and has anchors, and means of attachment, of sufficient strength and stability (r108)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
A personal fall protection system is only used if				
▲ risk assessment has demonstrated the work can be performed safely using that system, and other, safer work equipment is not practicable (r109) and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ the user and a sufficient number of persons are available to assist with any operations and have adequate training, including rescue procedures (r109)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
A personal fall protection system is suitable and of sufficient strength for any foreseeable loading (r109)				
A personal fall protection system				
▲ fits the employee (r109)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ is correctly fitted (r109)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ is adjustable to minimise injury if a fall (r109) and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ is so designed, installed and used as to prevent unplanned or uncontrolled movement of the user (r109)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Where for use with an anchor, personal fall protection system attached to at least one anchor, and each anchor of sufficient strength and stability (r109)				

Requirement	Yes	No	N/A	Action Date
Work positioning system used only if includes a suitable backup system for preventing or arresting a fall and where a line as a backup system, the user is connected to it (r110)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
All reasonably practicable measures to ensure work positioning system does not fail (r110)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Rope access or positioning technique used only if				
▲ at least two separately anchored lines (r111)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ a suitable harness properly connected (r111)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ working line with safe ascent and descent and self-locking system (r111)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ safety line with mobile fall protection connected to, and travels with, the user (r111)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Fall arrest system incorporates means of absorbing energy and limiting the force applied to the user's body (r112)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
A fall arrest system used in correct manner that doesn't				
▲ involve the risk of a line being cut (r112)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ where safe use requires a clear zone (for any pendulum effect), does not afford such zone (r112) or	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ otherwise inhibit performance or render use unsafe (r112)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Work restraint system prevents user getting into a position in which a fall can occur (r113)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Ladders</b>				
Ladder used only if risk assessment demonstrated more suitable equipment not justified because				
▲ risk is low, and (r114)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Requirement	Yes	No	N/A	Action Date
▲ duration of use is short ( <i>r114</i> ) or	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ existing features at the place of work cannot be altered ( <i>r114</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Surface upon which a ladder rests is stable, firm, of sufficient strength to support safely the ladder ( <i>r114</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Ladder positioned to ensure its stability during use ( <i>r114</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Ladder for access is long enough to protrude sufficiently to ensure a firm handhold ( <i>r114</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Interlocking or extension ladder sections prevented from moving while in use ( <i>r114</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Mobile ladder prevented from moving before it is used ( <i>r114</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Ladder used that secure handhold and support always available ( <i>r114</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Fragile surfaces</b>				
No work on, from or near, fragile surface, where work can be carried out safely without doing so ( <i>r115</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Where necessary to pass across or near, or work on, from or near a fragile surface				
▲ ensure suitable and sufficient platforms, coverings, guard-rails or other similar means of support or protection ( <i>r115</i> ) and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ where risk despite the measures taken, suitable and sufficient measures to minimise the potential fall and the risk of personal injury ( <i>r115</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ prominent warning notices at the approach ( <i>r115</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ where not practicable, employee is made aware by other means ( <i>r115</i> )	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Requirement	Yes	No	N/A	Action Date
<b>Falling Objects and Danger Zones</b>				
Suitable and sufficient steps to prevent fall of material or object (r116)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Where area in which risk of falling a distance, or being struck by a falling object, place of work equipped with devices preventing unauthorised entry and area clearly indicated by warning signs (r117)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Inspection of Work equipment</b>				
Where safety of equipment depends on how it is installed or assembled, it is not used unless inspected in that position (r119)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Equipment exposed to conditions causing deterioration liable to result in dangerous situations inspected at suitable intervals, and as soon as practicable following exceptional circumstances liable to jeopardise safety (r119)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
A working platform used for construction from which an employee could fall 2m or more, is not used in any position unless inspected within the previous 7 days (r119)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
A person carrying out an inspection of equipment shall promptly prepare a report containing the particulars as set out in Schedule 5 (r119)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Employer shall keep the report or copy at the site where the inspection was carried out until the construction work is completed, and thereafter, at an office of the employer (r119)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
No work equipment used in another place of work unless accompanied by evidence that last inspection has been carried out, and result of inspection kept available for an inspector for 5 years (r119)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

*This is a guidance document and using the checklist should help you comply with the Regulations. The checklists are non-exhaustive and in no particular order. Further guidance can be found at [www.hsa.ie](http://www.hsa.ie)*