

Risk has been calculated by using the following Severity, Likelihood and Risk Rating tables

**Table 1: Severity (S)**

| Description     | Code | Definition                                                                                                                                                                                                                                                                               |
|-----------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Major</b>    | 3    | Single or multiple fatality / severe Injury -Fracture of major bone or skull, loss of limb or eye, permanent loss of sight or hearing, acute illness requiring medical treatment, unconsciousness where person has to be resuscitated, any injury leading to more than a month off work. |
| <b>Moderate</b> | 2    | Fractures to hands, wrist ankles etc., leading to between 7 days and a month off work                                                                                                                                                                                                    |
| <b>Minor</b>    | 1    | Minor Injury Fracture of digits (fingers, toes), strains and sprains, scratches, cuts, abrasions, bruising, minor burn, general discomfort, minor ill health, allergies, minor temporary illness (e.g. eye strain, back strain), any injury leading to less than 7 days off work         |

**Table 2: Likelihood (L)**

| Description   | Code | Definition              |
|---------------|------|-------------------------|
| <b>High</b>   | 3    | Frequent / Every week   |
| <b>Medium</b> | 2    | Likely / Every month    |
| <b>Low</b>    | 1    | Infrequent / Every year |

**Table 3: Risk Rating Matrix (R)**

|            |             |                 |                 |                 |
|------------|-------------|-----------------|-----------------|-----------------|
| Likelihood | High (3)    | Medium Risk (4) | High Risk (5)   | High Risk (6)   |
|            | Medium (2)  | Low Risk (3)    | Medium Risk (4) | High Risk (5)   |
|            | Low (1)     | Low Risk (2)    | Low Risk (2)    | Medium Risk (4) |
|            | Risk matrix | Minor (1)       | Moderate (2)    | Major (3)       |
|            | Severity    |                 |                 |                 |

**Add Likelihood and Severity numbers together to give Risk Rating**

**= 3 or less risk is Low      = 4 risk is Medium      = 5 or more risk is High**

|                                       |                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CLIENT</b>                         | Bridge Expo                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>PROJECT</b>                        | Stand Build                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>DATE</b>                           | 26 and 27 Nov 25                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>SUMMARY OF RISK TO BE ASSESSED</b> | Specifically, the delivery, erection, adaptation and dismantling of scaffolding. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                       | Standards                                                                        | All structures to be erected in accordance with Layher Ltd.'s Safe systems of work, policies and procedures, the Client's requirements and in compliance with relevant NASC and industry guidelines including BS EN 12811-1<br>All materials to comply with relevant standards BS EN 12810 BS2482, BS EN 74, BS EN 39 and can be traced to origin of manufacture. All materials supplied by quality assured companies.                                                                                                                                           |
|                                       | Risk Assessment                                                                  | Prior to any works, Layher Ltd will assess all risks connected with the project.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                       | Method Statement                                                                 | Prior to any works, a safe method of working will be agreed with the Client.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                       | Handover Certificate                                                             | When the scaffold structure is complete and ready for use, Layher Ltd will issue a Handover Certificate to the Client.                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                       | COSHH Regulations                                                                | All scaffolding products used in the construction and for servicing equipment, comply with the Control of Substances Hazardous to Health Regulations.                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                       | Scafftag Safety Management System                                                | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                       | Inspection Report<br>Work at Height Regs 2005 &<br>CDM Regs 2015                 | Under Regulation 12 of the Work at Height Regulations 2005, every scaffold must be inspected before first use, every 7 days, after any event likely to have affected its strength or stability, and after any substantial addition, dismantling or other alteration. In order to comply with Regulation 12(7), particulars of each inspection must be recorded in a Report of Inspection. Under Regulation 3, it is the responsibility of every employer to ensure that the requirements of the Regulation which apply to their own employees are complied with. |

## Risk Assessment

| Ref | Description of Hazard                                                                                                             | Risk to                                               | Risk Control Measures                                                                                                                                                                                                                                                                                                                                                  | Post Control<br>Residual Risk<br>Estimate |   |      | Risk Owner                                           |
|-----|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---|------|------------------------------------------------------|
|     |                                                                                                                                   |                                                       |                                                                                                                                                                                                                                                                                                                                                                        | S                                         | L | Risk |                                                      |
| 1.  | <b>Delivery of scaffolding materials</b><br>Risk of a range of injuries from major (vehicle movements) to minor (grazes to hands) | The Public<br>Other Trades<br>Scaffolders             | Divert or organise pedestrians and/or traffic<br>Organise deliveries with the Client<br>Follow designated Traffic plan, arrange delivery area<br>Arrange temporary barriers<br>Fix lighting and warning notices as necessary.<br>Appropriate PPE (e.g. Hi-Viz, hard hat, boots, gloves) to be used at all times<br>Banksmen to guide Layher Ltd vehicle when reversing | 2                                         | 1 | LOW  | Client and Layher Ltd                                |
| 2.  | <b>Material handling</b><br>Risk of a range of injuries from minor (back strain) to fatality                                      | Scaffolders<br>Other Trades<br>The Public             | Driver checks loads secure before driving on public roads<br>Cordon off handling area<br>SG6 Training in and use of recommended lifting techniques<br>Use mechanical lifting equipment, gin wheels, hoists or craneage where appropriate.                                                                                                                              | 1                                         | 1 | LOW  | Client and Layher Ltd<br>Employees have duty of care |
| 3.  | <b>Scaffold Materials</b><br>Minor to major injuries as a consequence of defective materials                                      | The User<br>Scaffolders<br>Other Trades<br>The Public | Service and maintain regularly<br>Inspect all materials before loading<br>Inspect all materials again before use<br>Quarantine any defective materials and return to depot for scrapping or repair                                                                                                                                                                     | 1                                         | 1 | LOW  | Layher Ltd                                           |
| 4.  | <b>Cutting of tube and board on site</b><br>Minor to severe injuries through incorrect use of cutting equipment                   | NA                                                    |                                                                                                                                                                                                                                                                                                                                                                        | 1                                         | 1 | LOW  | Layher Ltd                                           |

## Risk Assessment

| Ref | Description of Hazard                                                                                                                                                                                                                                                                                                                          | Risk to                               | Risk Control Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Post Control<br>Residual Risk<br>Estimate |   |      | Risk Owner                  |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---|------|-----------------------------|
|     |                                                                                                                                                                                                                                                                                                                                                |                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | S                                         | L | Risk |                             |
| 5.  | <b>Erecting scaffolds</b><br>Major injuries through falls of persons as a result of incorrectly constructed structures; inadequate edge or opening protection and access (unsafe ladders); poor housekeeping standards creating risks of tripping                                                                                              | Scaffolders                           | All scaffolding erected, adapted and dismantled only by our trained operatives<br>Scaffolders to be H&S Tested and registered on CITB CISRS Construction Industry Scaffolders' Record Scheme<br>The wearing of safety harness to be in strict accordance with NASC Guidance Note SG4<br>Carry out pre-start risk assessment for someone suspended in safety harness and include within the Method Statement<br>Work area to be cordoned off and signs to warn scaffold erection in progress as necessary<br>All materials to be raised or lowered using recommended lifting procedures | 2                                         | 1 | LOW  | Layher Ltd                  |
| 6.  | <b>Partially erected scaffolds</b><br>Major injuries through falls of persons as a result of premature and unauthorised use of scaffold                                                                                                                                                                                                        | The User<br>The Public<br>Scaffolders | Always complete scaffold section being erected<br>Cordon off scaffold to prevent unauthorised access<br>Secure ladders to prevent unauthorised access<br>Fix Scaffold Incomplete warning signs                                                                                                                                                                                                                                                                                                                                                                                         | 2                                         | 1 | LOW  | Layher Ltd<br>and/or Client |
| 7.  | <b>Adaptions/Additions/and Dismantling of scaffold</b><br>Major injuries through falls of persons as a result of incorrectly constructed structures; inadequate edge or opening protection and access (unsafe ladders); poor housekeeping standards creating risks of tripping. Injuries also resulting from unauthorised adaption of scaffold | Scaffolders<br>The User<br>The Public | As for 5 above (Erecting scaffolds) plus:<br>Correct stacking and control of existing scaffold materials.<br>Reverse order of erection process to dismantle<br><br>We would emphasise:<br>- All scaffolding adapted only by our trained operatives                                                                                                                                                                                                                                                                                                                                     | 2                                         | 1 | LOW  | Layher Ltd<br>and Client    |

## Risk Assessment

| Ref | Description of Hazard                                                                                                                                                                                                                              | Risk to                                   | Risk Control Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Post Control<br>Residual Risk<br>Estimate |   |      | Risk Owner                                            |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---|------|-------------------------------------------------------|
|     |                                                                                                                                                                                                                                                    |                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | S                                         | L | Risk |                                                       |
| 8.  | <b>Completed scaffolds</b><br>Major injuries through falls of persons as a result of incorrectly constructed structures; inadequate edge or opening protection and access (unsafe ladders); poor housekeeping standards creating risks of tripping | Other Trades<br>The Public                | All scaffolding erected, adapted and dismantled only by our trained operatives<br>Safe means of access and egress to be provided<br>Edge protection to be provided<br><br>After Handover:<br>Trades using the work platforms have a duty of care to check there have been no unauthorised alterations carried out after our handing over, for example:<br>(a) Ensure no handrails have been removed<br>(b) Ensure toeboards are still in place<br>(c) Ensure all brickguards are still in place<br>(d) Ensure that boards have not been removed from the working platform<br>(e) Ensure that ladders are correctly tied, the correct length and angle | 2                                         | 1 | LOW  | Pre Handover: Layher Ltd<br>Post Handover: the Client |
| 9.  | <b>Unauthorised scaffold alteration by others</b>                                                                                                                                                                                                  | Scaffolders<br>The Public<br>The User     | Competent person in charge of labour using the scaffold to carry out daily inspection prior to use.<br>CSL to carry out statutory weekly inspection, as per client request.<br>Scaffolders to make visual check before starting work;<br>Check structure/bracing/ties/base; and check boarded lifts are safe to use.<br>Any interference to be reported to Layher Ltd office.                                                                                                                                                                                                                                                                         | 1                                         | 1 | LOW  | Client's Site Manager and Layher Ltd                  |
| 10. | <b>Working area not cordoned off by Client</b><br>Major to minor injuries                                                                                                                                                                          | The Public<br>Other Trades<br>Scaffolders | No scaffolding works to proceed<br>Layher Ltd office to be contacted for instruction<br>Protection fans/covered walkways to be installed before any work is carried out to the main structure.                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2                                         | 1 | LOW  | Client                                                |

## Risk Assessment

| Ref | Description of Hazard                                                                                                                              | Risk to                                               | Risk Control Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Post Control<br>Residual Risk<br>Estimate |   |      | Risk Owner                                               |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---|------|----------------------------------------------------------|
|     |                                                                                                                                                    |                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | S                                         | L | Risk |                                                          |
| 11. | <b>Falling materials/tools</b><br>Head and other injuries through falling materials; damage to property.                                           | Scaffolders<br>Other Trades<br>The Public             | “No Go” areas are to be designated under and around the work areas while erection/dismantling is in process.<br>Warning signs to be displayed.<br>Ensure handrails, toeboards are in place on all working platforms / loading bays at all times.<br>Swing-over gates used to facilitate loading by forklift. Brickguards/debris netting/Monarflex to be installed where scaffold is required for stacking materials. Scaffolding materials to be neatly stacked and secured when not being used.<br>Correct procedure used with bags/buckets for fittings. Raising and lowering of materials by controlled means only.<br>CSL operatives to use Tool Tethers/Lanyards. | 2                                         | 1 | LOW  | Client for “No Go” areas<br><br>Layher Ltd               |
| 12. | <b>Waste materials</b><br>Slips/Trips due to waste materials being left lying around                                                               | Scaffolders<br>Other Trades<br>The Public             | All waste materials to be cleared from site and returned to yard for recycling/safe disposal<br>Work area to be swept & debris cleared                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1                                         | 1 | LOW  | Layher Ltd<br>Client                                     |
| 13. | <b>Unusual ground conditions / foundation for the scaffolding</b><br>Injury through collapsing scaffolding following ground movement or subsidence | Scaffolders<br>Other Trades<br>The User<br>The Public | Information gathering at site survey or at Pre-Contract/Start Meetings and/or from the Health and Safety Plan.<br>Client to advise on ground conditions prior to erection of scaffold.<br>Timber spreaders to be used on soft ground.                                                                                                                                                                                                                                                                                                                                                                                                                                  | 2                                         | 1 | LOW  | Client                                                   |
| 14. | <b>Unsafe structures</b><br>Fall or crush injuries caused by collapse of building, walls, roof and fragile surfaces e.g. roof lights.              | Scaffolders<br>Other Trades<br>The User<br>The Public | Information gathering at site survey or at Pre-Contract/Start Meetings and/or from the Health and Safety Plan.<br>Client / structural engineer to advise of any fragile, non load-bearing surfaces prior to erection of scaffold. Scaffold to be designed to accommodate.<br>Tie points for scaffold to be indicated on job sheet/method statement.<br>Create safe work area, board over or handrail off roof lights.                                                                                                                                                                                                                                                  | 2                                         | 1 | LOW  | Jointly<br>Client<br>Scaffold Designer and<br>Layher Ltd |

## Risk Assessment

| Ref | Description of Hazard                                                                                                                                                                                                                             | Risk to                                               | Risk Control Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Post Control<br>Residual Risk<br>Estimate |   |      | Risk Owner                                                                             |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---|------|----------------------------------------------------------------------------------------|
|     |                                                                                                                                                                                                                                                   |                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | S                                         | L | Risk |                                                                                        |
| 15. | <b>Public rights of way, nearby roads etc.</b><br>Injuries to the general public, especially children, resulting from inadequately guarded operations                                                                                             | The Public                                            | All local authority permits to be applied for in advance<br>Warning notices to be clearly displayed; working area to be cordoned off; delivery, erection and dismantling to be planned to avoid busy periods; all materials to be secured; unauthorised access to be prevented, e.g. by boarding ladders during breaks and removing ground level ladders at the end of each working day; lights and Hi-Viz markings to be in accordance with LA regs; protection fans / pavement gantries to be installed as appropriate.  | 2                                         | 1 | LOW  | Pre scaffolding works – Client<br>During works – Layher Ltd<br>After Handover – Client |
| 16. | <b>Trainee Scaffolders</b><br>Inexperienced Scaffolders injuring themselves or others                                                                                                                                                             | Scaffolders<br>Other operatives                       | All trainees to be supervised at all times by qualified Scaffolder<br>Safety training and induction to be given to all new personnel.<br>All new Trainees to be given minimum one full day H+S Training CISRS COTS                                                                                                                                                                                                                                                                                                         | 1                                         | 1 | LOW  | Layher Ltd                                                                             |
| 17. | <b>Mechanical/electrical/other equipment</b><br>Injuries through incorrect use of mechanical handling equipment during the transportation of scaffolding materials around the site; injuries through incorrect use of saws, drills, grinders etc. | Scaffolders                                           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1                                         | 1 | LOW  | Client<br>Layher Ltd                                                                   |
| 18. | <b>Extreme weather conditions</b><br>Injuries caused by materials either being blown off scaffold or displaced, particularly boards, during high winds etc.<br>Injuries caused by slips, manual handling difficulties                             | The Public<br>The User<br>Other Trades<br>Scaffolders | No work to proceed during adverse weather conditions<br>Scaffold to be designed to relevant wind code.<br>Boards to be strapped down on exposed scaffolds to prevent displacement in high winds<br>Adequate ties to be fixed to exposed sheeted scaffolds<br>No signs or hoardings to be fixed to the scaffolding without prior consultation with Layher Ltd<br>Reference HSE Guidance HSG33 Health and Safety in Roof Work , work at height to cease where the mean wind speed reaches 23 mph (gusting to 35 mph or over) | 1                                         | 1 | LOW  | Prior to Handover Layher Ltd<br>After Handover the Client                              |

### MAINTENANCE AND INSPECTION

1. A Handover Certificate will be issued by Layher Ltd on completion of section of scaffold. Site Manager to ensure scaffolds are properly constructed before accepting handover and taking into use, a signed receipt is required by Layher Ltd.
2. The inspection by the Site Manager or a competent person on behalf of the Client to be recorded in the WAHR 2005 Inspection Report. This record to be available for inspection on site.
3. All scaffolds to be inspected by the Site Manager after substantial addition or alteration and after any event likely to have affected its strength or stability, and at regular intervals not exceeding seven days
4. The Site Manager should carry out basic daily checks at the beginning of each day before allowing other trades to work on the platforms.