









Roof Cleaning using steam washer

Document Title: Safe System of Work and Risk Assessment	
Document Reference: RA11	Version No: 02
Task: Roof cleaning using steam washer	

Site/Location:	All Projects		
Assessed By:	Julius Zenevicius (QSHE Manager)		
Manager	All Company Management Site Operatives Contractors (CIS)	Date	September 2023

Safe System of Work

1	Task: Roof washing activities using steam washer
2	List of any Hazards as identified by risk assessment: <ul style="list-style-type: none"> • Faulty Equipment • Manual Handling • Fire • Fall from heights • Adverse weather
3	List of Special Equipment, Procedures or Competence Required to Perform the Task: General Employees have a duty to take reasonable care of their own health and safety and that of others who may be affected by their acts or omissions work. To this end ,employees should correctly use all work items and procedures provided, in accordance with their training and the instructions they receive. Competence <ul style="list-style-type: none"> • Induction • Ladders Safety • WAH • Asbestos awareness • IPAF training Equipment Required <ul style="list-style-type: none"> • Safe access to roof (client provided) • Ladders • Cleaning brush and bucket • MEWP platform • Safety harness • Steam Cleaner RAPID VSCF240 <p>Always adhere to the Client Rules and Risk Assessments Never put yourself in danger</p>

<p>4</p>	<p>Protective Equipment required (tick as appropriate):</p> <div style="display: flex; flex-wrap: wrap; justify-content: space-around;"> <div style="text-align: center; width: 30%;">  Gloves (EN374/388) <input checked="" type="checkbox"/> </div> <div style="text-align: center; width: 30%;">  Safety Harness <input checked="" type="checkbox"/> </div> <div style="text-align: center; width: 30%;">  Hard Hats <input checked="" type="checkbox"/> </div> <div style="text-align: center; width: 30%;">  Safety Footwear (EN355) <input checked="" type="checkbox"/> </div> <div style="text-align: center; width: 30%;">  <small>Ear protection must be worn</small> Ear Protection (SNR30) <input type="checkbox"/> </div> <div style="text-align: center; width: 30%;">  Hi-Visibility Clothing (EN471) <input checked="" type="checkbox"/> </div> </div>
<p>5</p>	<p>Step by Step Safe Working Method to Follow: PLEASE MAKE SURE A REASONABLE AMOUNT OF TIME IS SPENT BEFORE STARTING EACH SHIFT TO CONSIDER ALL THE HEALTH, SAFETY AND ENVIRONMENTAL ASPECTS OF THE WORK TO BE CARRIED OUT. IF IN ANY DOUBT PLEASE ASK THE MANAGER RESPONSIBLE.</p>

6 General

MONITORING AND REVIEW

The QSHE Department will carry out regular safety audits and inspections of site and supervision of documentation, methods and procedures.

Specific attention is given by all management to compliance with legal requirements.

The site management responsibilities are:

- Compliance to site rules.
- The implementation of the Health & Safety plan.
- All risk assessment requirements.
- Initial site briefing procedures for all operatives, contractors and subcontractors prior to any involved in site operations.

The QSHE Department is responsible for all accident/incident investigation reporting procedures based on detailed information provided by site management, operatives, material evidence and any external source involved.

Performance appraisal and feedback may require change. Immediate emergency action is the responsibility of Site Foremen.

Non-urgent procedure/operating sequence matters are to be discussed with appropriate management.

Health & Safety changes are to be reviewed at meetings attended by the Planning Supervisor, Site Manager and Health & Safety Officer (plus Sub-Contractor representation if appropriate).

Findings and changes must be directed / notified in writing and available for all as a notice.

Project risks will be evaluated, and roof conditions accessed for safe working . If working from roof conditions are safe the work from height Risk will be calculated and controlled:

- **Edge protection and work from height will be accessed**
- **If roof stability unsafe and unstable for safe operations works will be carried out from mobile elevating platform .**
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Safe Use of Pressure Washer

- When using the machine outdoors, do not use when it is raining
- Take great care not to damage the electrical power supply lead, in case in spite of taking precautions the cable is damaged do not attempt a precarious repair.
- Should you need to use an extension lead with the power supply, make sure that the connection between the extension lead and the power lead is secure and stable and conforms to standard safety norms. The plug and the socket should be waterproof.
- Do not use the electric plug to turn the machine on or off. Always use the appropriate switches on the machine
- Do not use the machine if any of its components are defective.
- Do not place your hands ahead of the lance; high pressure nozzles can be extremely dangerous when used inappropriately
- Re-filling of petrol should only be undertaken when the machine is turned off. SSOW will be used for refuelling the machinery
- Do not touch machine directly after use as its parts might be hot
- Once you have finished working, and after the machine has stopped, release the residual pressure in the tube and pump by squeezing the pistol lever.

Steam Washer activities using Cherry Picker/MEWP platform

- Co-ordinate the working area and times with the Client Site manager to ensure the relevant safety protocols have been put in place.
- Appropriate arrangements to be made to access required power access for connecting the pressure washer , 240V to be used for the equipment.

- Electric leads will be managed and away from other trespassers or employees , sufficient length extension leads will be selected to carry out task safely .
- Ensure there is provision of a trailer, or suitable receptacle for the waste bags of gutter contents to be transported to the on-site skip facility. (Or if a waste carrier is being employed for the job ensure all rubbish is placed in the designated skip)
- Check Wind Speed is acceptable in line with Ben's Gutters Wind Speed Policy. (23mph) or (10m/s)
- Locate the designated / safest place to position the MEWP or self-propelled boom / scissor lift, avoiding any overhead power cables.
- Ensure the MEWP Operator has carried out the routine pre-use safety checks and has recorded it in writing. All MEWPs must be inspected by the operator before and after use, this is to ensure that it is safe and that there are no obvious defects. The inspection must always be carried out in accordance with the manufacturer's instruction manual. Records of inspections to be kept.
- Ensure any operatives working in the basket of the Cherry picker have received accurate training, and refresh this as part of the pre-use safety briefing if a refresher is required.
- Ensure the ground conditions are suitable. (Can the ground underneath the MEWP withstand the load pressure being exerted).
- Use boards to distribute the weight, if necessary, especially on softer ground.
- Create a safety exclusion zone using Cones, Barriers, and Signage alerting any persons encroaching on the area around the MEWP or self-propelled boom/ scissor lift if to be used in the static position.
- Do Not Block Doors, Entrances or Emergency Exits.
- If any Access or Egress points to the buildings are to be temporarily blocked an alternative pedestrian route must be provided and worked out in co-ordination with the Site Manager.
- Operator to secure himself and the Gutter cleaner to secure himself using a short lanyard to the cherry picker basket in preparation for the ascent to the roof line gutters.
- Raise the boom to the desired height.
- Access the Gutters and complete work task by pointing the nozzle of the pressure washer to the required location by hand without overreaching (maximum each side of basket is 600 mm) and maintain three points of contact at all times.
- Before activating the high-pressure cleaner, make certain that the water supply is correct (min. 1 Bar – Max 8 Bar);
- Complete the specified work.
- Once work is completed remove all safety equipment in the reverse order, inform the management that the work is complete.
- Park the MEWP in the safe position, as worked out with the site manager and if necessary, use fences to prevent unsupervised access if being left overnight.
- Switch off pressure washer and let it cool for at least 10 minutes before touching it as some parts of the equipment can still be warm
- Carry out post use safety checks and record this in writing.

Steam Washer activities from the roof

- Roof conditions will be inspected prior to works carried out .
- If work access is deemed to be safe operatives will commence with works .
- All equipment and materials delivered to the site will be labelled and stored at a designated location in accordance with manufacturer's instructions
- Safety harness will be used as fall arrest protection before entering the roof surface
- Peer colleague will be supervising the area at all times. No lone activities permitted at any time.
- Pre use written checks to be filled for access equipment as well as pressure washer used for the activity.
- Visual inspections will be carried out to ensure harness and lanyards are fit for the duty and do not present any risks of damage further
- Where safe, an operative will connect safety harness lanyard to anchor point provided by the client
- Working area will be cordoned off to prevent any exposure to flying debris or other waste bits
- Then completing the works stand on the dry part of the roof as wet surface can be slippery
- Point the pressure washer down the roof to minimise the debris flying and causing eye damage

- Adopt the best distance from the tip of the pressure to the surface of the roof for the best results
- Ones task completed area will be swept away from any remaining waste .
- Equipment to be switched off and secured in to the vehicle ones its cooled down .

Cherry Picker Emergency Rescue Plan

Ensure that all normal emergency lowering procedures have been activated.

Contact the site manager to report failure of back-up emergency lowering systems and request engineering back-up. If, after inspection by the engineer, it is not possible to effect a repair to allow the machine to be brought to the ground, the site manager must be contacted for permission to carry out basket to basket rescue.

Mid Air Rescue

The details of the risk assessment carried out shall be recorded onto the site-specific risk assessment form.

The ground operative will have a full access to the manual override controller.

With the conversations with team in basket the operative will use safety and evacuation methods and lower the basket to the ground level

Emergency Procedures

Should an emergency arise during the work covered by this document, the alarm should be raised (verbal) and the Operatives exit the working area by predefined safe routes and attend muster point before notifying the management team.

Vehicle breakdowns

Should the vehicle breakdown the driver should engage his hazard warning lights and telephone the office to report the breakdown. The driver should only exit his cab to inspect the vehicle if it is safe to do so.

First Aid Procedures

All vehicles are issued with a First Aid kit. If first aid is required, it is the responsibility of the Operative to call the office and notify the management about his injury.

Management Requirements

Company management team maintains responsibility for all aspects of Health, Safety & Welfare associated with the works. Direct supervision of the working party will be provided by the charge-hand/supervisor

Waste Management

All work site wastes will be removed from site, segregated and disposed of in the appropriate manner. The work site is to be maintained in a tidy state, with moveable items removed or suitably secured at night. Upon completion of works all surplus materials, plant equipment and tools are to be removed from the working area. On some occasions client will be responsible for remaining waste that will be left on their premises

Environmental Issues

Plant engines are not to be left running idle, resulting in unnecessary noise and resulting in the release of contaminants to the air. If you unsure what on waste segregation and disposal requirements and business procedures, on that, please speak to your manager or QSHE Consultant.

Manual Handling Guidance:



Step 1: Think before lifting and handling



Step 4: Avoid twisting the back or leaning forwards



Step 2: Adopt a stable position



Step 5: Keep the head up when handling

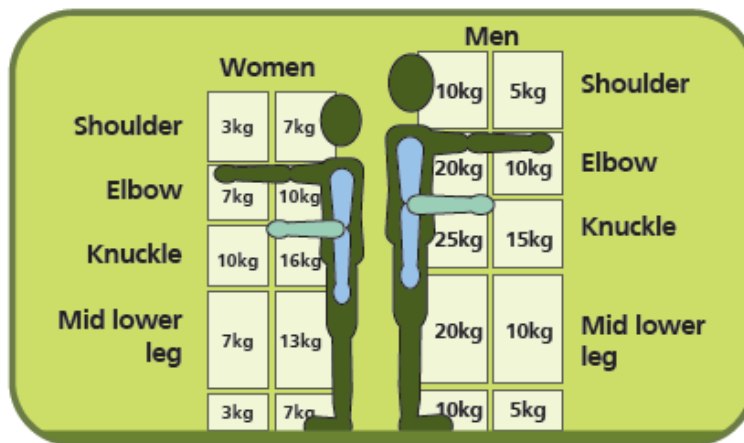


Step 3: Start with a good posture



Step 6: Put down then adjust

Guideline weights for lifting and lowering, which assumes that the handling is taking place in reasonable working conditions with a load that is easily grasped with both hands by a reasonably fit, well-trained individual are set out below.



For clarity, the maximum permitted weight to be lifted by Company employees is 25KG for men. Weights to be lifted may need to be reduced below these values if there are environmental or other factors that could have an adverse effect on the activity or if it involves twisting or bending. Where possible manual handling tasks should be minimised by using manual handling aids such as trolleys and similar devices.

Lifting	<ul style="list-style-type: none"> - Do not rush into a job without thinking about the size, weight and your personal capabilities - Mind your fingers and toes - Slide rather than lift
Unloading	<ul style="list-style-type: none"> - Take care of your back – use your knees to take the strain when you lower the load - Make use of any handy surface to take the weight whenever you can
Pushing and Pulling	<ul style="list-style-type: none"> - Push rather than pull where possible - Lean in the direction you are going - Keep feet well away from the load
Carrying	<ul style="list-style-type: none"> - Do not carry a load for long distances – use mechanical aids where possible



SSOW02 Work at Height Using MEWP

DO NOT use this equipment unless you have been trained in its safe use and operations

PERSONAL PROTECTIVE EQUIPMENT



Safety Harness must be worn while operating this equipment



Hard Hats must be worn at all times while operating



Safety footwear must be worn at all times in work areas.

Pre-Operational Checks

- ✓ Make sure you have obtained required training to operate Mobile Elevating Platform
- ✓ Use PPE provided for the task
- ✓ Check the equipment before use and make sure you fill PRE-OPERATIONAL checks before use.
- ✓ Report any Defects to the book provided and inform your manager if discovered any substantial damage or fault.
- ✓ DO NOT operate faulty or damaged equipment

Safe Operations

- ✓ **Ground conditions:** The platform should be used on firm and level ground. Any temporary covers should be strong enough to withstand the applied pressure. Localised ground features, eg trenches, manholes and uncompacted backfill, can all lead to overturning.
- ✓ **Outriggers:** Outriggers must be extended and chocked before raising the platform. Spreader plates may be necessary – check the equipment manual.
- ✓ **Guardrails:** Make sure the work platform is fitted with effective guard rails and toe boards.
- ✓ **Arresting falls:** if there is still a risk of people falling from the platform a harness with a short work restraint lanyard must be secured to a suitable manufacturer provided anchorage point within the basket to stop the wearer from getting into a position where they could fall from the carrier.
- ✓ **Weather:** high winds can tilt platforms and make them unstable. Set a maximum safe wind speed for operation. Storms and snowfalls can also damage platforms. Inspect the platform before use after severe weather



- ✓ **Handling materials:** if used to install materials check the weight and dimensions of materials and consider any manual handling and load distribution issues. You may need additional lifting equipment to transport materials to the work position.
- ✓ **Nearby hazards:** do not operate a MEWP close to overhead cables or other dangerous machinery, or allow any part of the arm to protrude into a traffic route.

MEWP HAZARDS

- ⓘ **Entrapment:** operator trapped between part of the basket and a fixed structure, eg when manoeuvring in confined overhead areas of steelwork. Operators may become trapped against the platform controls, and if this happens they may not be able to stop the machine running.
- ⓘ **Overturning:** the machine may overturn throwing the operator from the basket;
- ⓘ **Falling:** an operator may fall from the basket during work activities;
- ⓘ **Collision:** the vehicle may collide with pedestrians, overhead cables or nearby vehicles.

This SSOP does not necessarily cover all possible hazards associated with operation and should be used in conjunction with other references. It is designed as a guide to perform the operations



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Risk Assessment

Who is at risk?

- Employees
 Visitors
 Contractors

Hazard identified and nature of possible harm	Control Measures	Severity	Probability	Risk Rating	Action Required (If none, insert words 'Maintain and Monitor Controls')	Time scale	Action taken (sign and date)
Unsafe anchorage, unsafe or inappropriate fall protection systems.	<ul style="list-style-type: none"> Fall protection systems are designed, specified and installed by registered professionals and regularly inspected according to schedule. When any device be it a single point anchor, horizontal safety line system or fall arrest apparatus which has arrested a fall it must be taken out of service. The advice of the manufacturer of the device / system must be sought and remedial measures as specified undertaken before re-commissioning of the system. 	5	1	5	Maintain and Monitor Controls	-	-
Lack of awareness of fall hazards in workplace.	<ul style="list-style-type: none"> Users are properly trained and assessed for their competency. Competent persons train workers at risk of falls with regard to types of fall hazards, risk reduction, limitations of fall arrest/fall restraint equipment, dangers of hanging in a harness and emergency rescue planning. 	5	1	5	Maintain and Monitor Controls	-	-
Noise (MEWP platform)	<ul style="list-style-type: none"> Noise levels do not exceed the 85 dB. are identified and control measures are put in place. PPE provide and signage in high notice activities provided, employees instructed to wear ear plugs provided All activities are carried out externally where noise depletes in the surrounding environment. If noise is caused by the client measures (close by aircon unit or similar) Operative will wear an ear protection. 	2	1	2	Maintain and Monitor Controls	-	-



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Overhead cables	<ul style="list-style-type: none"> Area will be inspected prior to works commence Safe area will be designated for the use of platform away from overhead cables Manager will be informed if area is not suitable for the use of equipment 	3	1	3	Maintain and Monitor Controls	-	-
Manual Handling	<ul style="list-style-type: none"> Guideline weights for lifting and lowering, which assumes that the handling is taking place in reasonable working conditions with a load that is easily grasped with both hands by a reasonably fit, well-trained individual. These are set out in the System of Work, which is to be retained for all task assessments. Weights to be lifted may need to be reduced below these values if there are environmental or other factors that could have an adverse effect on the activity, or if it involved twisting or bending. Where possible, manual handling tasks should be minimised by using lifting aids such as trolleys and similar devices. Detailed manual handling Risk Assessments are available and completed for main activities. Most of waste bucket are weighted approximately 12-14kg 	3	1	3	Maintain and Monitor Controls	-	-
Pre-existing medical conditions	<ul style="list-style-type: none"> Workers to self-declare any health issues or concerns before working at height. 	5	1	5	Maintain and Monitor Controls	-	-
Fall From Height whilst working in the basket	<ul style="list-style-type: none"> Only trained and competent employees to use this equipment Equipment to be used only in the safe conditions where ground level is appropriate and safe for platform to be used Fall arrest provided which has been inspected by competent contractor on regular basis The work platform is fitted with effective guard rails and 	5	1	5	Maintain and Monitor Controls		
Unsafe Ground Conditions	<ul style="list-style-type: none"> Pre use checks carried out by operator before starting the works 	3	1	3	Maintain and Monitor Controls	-	-



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	<ul style="list-style-type: none"> Any defects or unsafe conditions is reported to the manger 						
Poor Housekeeping Debris Vegetation	<ul style="list-style-type: none"> Operators are aware that maintain tidy environment and working area when working on the public and any roads Then operators actions are causing a waste production and debris, all waste from working activities will be collected and placed into company van or designated bin locations Operators are aware – clean after yourself policy. 	3	1	3	Maintain and Monitor Controls	-	-
Crush /Entanglement - Entrapment MEWP platform	<ul style="list-style-type: none"> Only trained and qualified employees to operate this equipment Employees received instructions and operational manual how safely operate the equipment All works will be taken with extra precaution when using equipment Risk assessment have been completed and method statement have been communicated to employees operating the equipment Check surrounding area and any obstructions which could cause injury to yourself or others Pre use checks to be completed before using the 	5	1	5	Maintain and Monitor Controls	-	-
Access to roof	<ul style="list-style-type: none"> Roof access is controlled by the client No access to other trades if not required Permit to work on roof areas will be issued by the contractor Roof area will be inspected prior any works to ensure its safe 	3	1	3	Maintain and Monitor Controls	-	-
Fragile Roof /Skylight	<ul style="list-style-type: none"> Fragile roof / skylights are either covered, signed as hazardous or have physical barriers around them. In some instances access to the location is restricted to those using fall restraint / arrest equipment 	5	1	5	Maintain and Monitor Controls	-	-
No or limited edge protection	<ul style="list-style-type: none"> Edge protections will will provided and installed by the client Edge barrier or similar control measures will be placed before access is granted 	5	1	5	Maintain and Monitor Controls	-	-



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	<ul style="list-style-type: none"> Safety harness will be worn at all the times when there is a risk of fall from heights near by edge areas 						
Exposure to Asbestos Fibres, Bird Excreta, Pigeon Guano, or stagnant water.	<ul style="list-style-type: none"> Delivery & Control Managers and Gutter cleaners must be Asbestos Awareness trained using a UKATA accredited course or similar. Areas of asbestos to worked around carefully and in an organised manner. The Company Policy on working with Bird Excreta, Pigeon Guano or stagnant water must be included for Induction training and signed off by each employee / manager PPE to be worn included in the box of provisions allocated to each van / person. Lost or damaged items must be reported to Control / Delivery Managers immediately. 	3	1	3	Maintain and Monitor Controls	-	-
Slips, Trips & Falls Fractures Bruising/abrasions Tendon/ligament damage	<ul style="list-style-type: none"> Monitoring of all slip trip and fall hazards by the operative whilst working in the area. As works carried out most of the times externally, the Operative shall assess the working area first and apply safety precautions first. Ensure all PPE is being worn/used including wearing safety shoes with adequate grip (i.e. non slip) where applicable Only trained personnel to conduct task. Ladders will be visually checked and cleaned before any commencement of any tasks. Safety harness and clips are being used to prevent from falls from heights. 	3	1	3	Maintain and Monitor Controls	-	-
Fire	<ul style="list-style-type: none"> Cherry picker is hired from reputable service providers Pre use check will be completed to ensure equipment is safe and sound 	5	1	5	Maintain and Monitor Controls	-	-



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	<ul style="list-style-type: none"> Any issues, all activities will be stopped, and management notified immediately. 						
Fuel	<ul style="list-style-type: none"> Minimum amount of fuel will be used at any time SSOW communicated for employees on safe fuelling of equipment used Fire safety precautions has been adopted in case of emergency No excess fuel stored in the vehicle at any time 	5	1	5	Maintain and Monitor Controls	-	-
Adverse weather	<ul style="list-style-type: none"> Operators will be issued with worm clothing to prevent from any outdoor and cold weather Regular breaks is available Welfare facilities to be agreed with the client if available . Wind checks will be completed before operating to make sure safe operations can be carried out 	3	1	3	Maintain and Monitor Controls	-	-
Falling objects	<ul style="list-style-type: none"> Client to make arrangements for safe area and restrictions of employees or residents of the building Operator is instructed to ensure that are no loose and light weight debris or materials lying around All tools and equipment's re kept ant minimum to prevent from blow off from roof areas by the wind 	5	1	5	Maintain and Monitor Controls	-	-

Annual Review

Roll-Out	Manager's Signature: Julius Zenevicius	Date: September 2022
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Refresher Year 1	Manager's Signature: Dovile Balionyte	Date: September 2023
Refresher Year 2	Manager's Signature:	Date:



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Risk Assessment Guidance – 5 x 5 Matrixes and How to Score Each Hazard

SEVERITY (CONSEQUENCE) CATEGORIES		
Major	5	Causing death to one or more people. Loss or damage is such that it could cause serious business disruption (e.g. major fire, explosion or structural damage).
High	4	Causing permanent disability (e.g. loss of limb, sight or hearing).
Medium	3	Causing temporary disability (e.g. fractures).
Low	2	Causing significant injuries (e.g. sprains, bruises, lacerations. Loss or damage to fixtures and fittings).
Minor	1	Causing minor injuries (e.g. cuts, scratches). No lost time likely other than for first aid treatment. Loss or damage in the form of superficial damage to interior decorations for example.

PROBABILITY (LIKELIHOOD) CATEGORIES		
Almost Certain	5	Absence of any management controls. If conditions remain unchanged there is almost a 100% certainty that an accident will happen (e.g. broken rung on a ladder, live exposed electrical conductor, and untrained personnel).
High	4	Serious failures in management controls. The effects of human behaviour or other factors could cause an accident but is unlikely without this additional factor (e.g. ladder not secured properly, oil spilled on floor, poorly trained personnel).
Medium	3	Insufficient or substandard controls in place. Loss is unlikely during normal operation; however, it may occur in emergencies or non-routine conditions (e.g. keys left in fork lift trucks; obstructed gangways; refresher training required).
Low	2	The situation is generally well managed – however occasional lapses could occur. This also applies to situations where people are required to behave safely in order to protect themselves but are well trained.
Improbable	1	Loss, accident or illness could only occur under freak conditions. The situation is well managed and all reasonable precautions have been taken. Ideally, this should be the normal state of the workplace.

Probability	Almost Certain	5	10	15	20	25	HIGH – UNACCEPTABLE Stop the activity. Consult <u>Manager</u> .
	High	4	8	12	16	20	
	Medium	3	6	9	12	15	MEDIUM – ADEQUATE Look to improve at next review.
	Low	2	4	6	8	10	
	Improbable	1	2	3	4	5	LOW – SATISFACTORY No further action. Maintain controls.
		Minor	Low	Medium	High	Major	
	Consequence						