



METHOD STATEMENT

Racking Inspection – **Working At Height**

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SECTION 1: SCOPE OF WORKS

This document defines the procedure when carrying out a visual inspection when working at height to racking within a working warehouse.

The main dangers arise from...

- a) Falling
- b) Clients Mechanical Handling Equipment
- c) Injuries resulting from harnesses
- d) Clients rescue plan

SECTION 2: SCHEDULE OF PLANT & EQUIPMENT

Plant/Lifting Equipment/Aisle Cranes are necessary for this inspection; all equipment must be visually inspected, familiarity of controls before use and only be operated by qualified persons.

A pre agreed rescue plan for the equipment in use must be in situ before commencement of the inspection; this is to be provided by site in writing before.

SECTION 3: INSPECTION METHOD

The inspector will report firstly to the site contact for an induction/familiarisation.

Prior to the inspection taking place the site contact will have briefed their staff the inspection is being carried out, what is involved and to expect to see the inspector working within the racking and within the aisles.

The inspection conducted within the confines of suitable Plant/Lifting.

Equipment/Aisle Cranes following the route agreed with the site contact.

The inspection to be conducted in accordance with the SEMA Code of Practice for rack inspections.

On completion of the inspection the site contact will be de-briefed by the inspector providing details of any immediate or Health & Safety issues.

SECTION 4: PPE REQUIRED

The inspector is to wear safety footwear and high visibility clothing at all times.

Whilst off ground the inspector must wear an in date harness and clipped on to a suitable weight bearing anchor point.

The harness must be inspected and the results recorded before every use with a recorded inspection every six months. Out of date harnesses must be replaced.

Any other PPE required on site must be advised by the site contact before the inspection commences, it is for site to provide any PPE other than Safety footwear, high visibility clothes and harness.

SECTION 5: DEMARCATION REQUIREMENTS:

Discussions to take place with the client prior to starting the inspection to agree the route, order of inspections and areas to be inspected.

Due to the fluid nature of the inspection demarcation may not be practical or possible. The inspector will always obey if any site rules exist regarding the coning or chaining off of aisles.

Both the inspector and the client's staff will need to be vigilant and aware of each other.

SECTION 6: FIRST AID AND EMERGENCY PROCEDURES

The inspector is to be inducted to/briefed on site before starting works.

Inspector to adhere to site rules at all times.

Accident reporting will be in line with the site rules.

First aid will be as outlined in the site induction/briefing.

RACKING INSPECTION – WORKING AT HEIGHT KEY TO RISK ASSESSMENT



RISK RATING = LIKELIHOOD + SEVERITY

		Severity of the potential injury/damage				
		Insignificant damage to Property, Equipment or Minor Injury	Non-Reportable Injury, minor loss of Process or slight damage to Property	Reportable Injury moderate loss of Process or limited damage to Property	Major Injury, Single Fatality critical loss of Process/damage to Property	Multiple Fatalities Catastrophic Loss of Business
0 – 5 = Low Risk		1	2	3	4	5
6 – 10 = Moderate Risk						
11 – 15 = High Risk						
16 – 25 = extremely high unacceptable risk						
Likelihood of the hazard happening	Almost Certain 5	5	10	15	20	25
	Will probably occur 4	4	8	12	16	20
	Possible occur 3	3	6	9	12	15
	Remote possibility 2	2	4	6	8	10
	Extremely Unlikely 1	1	2	3	4	5

*Reportable injury under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013)

Activity: Rack Inspection – Working At height	Job No:	Assessed by: D.Randle & A.Neal	Date: - / /2023
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Task	Hazard	Control measures tending to reduce risk				L	S	RR
		L	S	RR				
Ground Conditions	Uneven/Soft ground for work platform. - Collision - Over turning - Operator falling - Collisions	4	4	20	Operator must hold a current licence. Equipment to have daily checks (as per manufacturer) before use. Nearby hazards/Overhead hazards need to be recognised and assessed before commencement of works. Scissor lift must not be tied to a structure. Operations should only be carried out on firm level ground. Out rigging spreaders must be used (if fitted). Guard rails/gate/toe boards are to be fitted and secured whilst in operation. Load plate to be checked against personnel and/or materials to be conveyed to work height. Operators to wear safety harnesses. Area around MWEF to be barriered off to prevent falling objects/pedestrian traffic interference. Second person assistance when manoeuvring. External use – Maximum wind speed to be set for operation.	2	4	4

Personnel at Height	Falling Personnel Inspector falling from height whilst inspecting. -	5	4	20	Inspector to receive Working At Height & Harness training. Harness is visually checked BEFORE each use, every six months (regardless of use) and recorded in-line with legal requirements. Damaged or out of date harnesses must NOT be used, with a replacement sought. Inspector MUST wear a suitable fitting harness for the task (RISC prefer adjustable RESTRAINT harnesses). Restraint harness to be adjusted at each inspection/each mode of MWEF to ensure inspector cannot overstep the edge of equipment. A suitable and appropriate secure anchor point identified/agreed, carabineer to be fixed and secured whilst at ground level. Worker to self-declare ANY medical condition resulting from working at height or by the wearing of a harness or condition that could be made worse by a fall in a harness.	1	4	4
Body Strain/Discomfort	Ill-fitting Harness	3	3	9	Correct sized harness issued to individual inspector for own use only. Time allowed to ensure harness is correctly fitted across thighs, pelvic area and chest. No straps are twisted All buckles are secured. Personnel are properly trained in the use and fitting of a harness.	2	2	4
Rescue in the event of a fall	Suspension Trauma Crushing of the femoral arteries Nausea Drop in heart rate/blood pressure	5	5	25	Rescue plan is to be provided in writing by site BEFORE the commencement of the inspection. To avoid serious injury or fatality rescues MUST be conducted within the permitted time frame of no more than 10 minutes, but ideally less than 5 minutes.			

(Where applicable)	Fire.	2	5	9	Inspector to receive site induction on arrival outlining site procedures for emergencies. Fire exits and assembly point clarified before inspection commences. Fire alarm & test alarm explained – made aware if test due. Upon the 'Fire Warning' MWEF to lowered and Inspector to make way designated assembly point.	1	5	5
(Where applicable)	Noise Environments. - Temporary or permanent hearing damage from exposure to noise.	5	4	20		1	4	4
(Where applicable)	Exposure to chemicals - Irritant - Burns - Inhalation	5	4	20		2	4	8
(Where applicable)	Explosive/Gaseous Atmosphere	5	5	25		2	5	10

