



AMBIENTE
Biohazard certified
Cleaning Services

Working at Height



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Working at Height Policy

Ambiente FM Ltd

1. Introduction

This policy sets out the procedures for controlling the risks associated with working at height to prevent injury from falls. It applies to all employees and contractors of Ambiente FM Ltd undertaking tasks that require working at any height where a fall could cause personal injury.

2. Policy Statement

The management of Ambiente FM Ltd is committed to avoiding work at height wherever possible. Where it is unavoidable, we will use the safest and most suitable equipment, ensure all work is properly planned, and carried out by competent and trained personnel.

3. The Hierarchy of Control

In line with the Work at Height Regulations 2005, we will always follow this hierarchy of control measures:

- **Avoid:** Whenever reasonably practicable, avoid working at height. For example, by using extendable cleaning tools from ground level.
- **Prevent:** If working at height cannot be avoided, use work equipment or other measures to prevent falls.
- **Mitigate:** If a fall cannot be prevented, take measures to minimize the distance and consequences of a fall.

4. Risk Assessment and Planning

All work at height will be subject to a suitable and sufficient risk assessment before work begins. This assessment will be conducted by a competent person and consider:

- The location, height, and duration of the task.
- The competence and training of the individuals.

- The suitability and condition of the access equipment.
- The condition of the working surface, including fragile surfaces.
- Environmental factors, such as weather conditions and proximity to power lines.
- The risk of falling objects, with controls put in place to protect people below.
- Emergency and rescue procedures.

5. Competence and Training

Only employees who are deemed competent and have received appropriate training will be allowed to work at height. Competence is defined as having the necessary skills, knowledge, and experience. Training will include, but is not limited to:

- Safe use of ladders and stepladders, in line with the Ladder Association guidelines.
- Pre-use equipment checks.
- Safe assembly and use of Mobile Access Towers (e.g., PASMA-certified training).
- Safe use of podium steps.

6. Equipment and Inspections

6.1. Selection of Equipment

Equipment used for work at height will be carefully selected based on the risk assessment to ensure it is suitable for the task. The safest option should always be chosen.

6.2. Maintenance and Inspection

All equipment used for work at height, including ladders, stepladders, and mobile access towers, will be subject to a formal inspection regime by a competent person. In addition:

- Users must carry out a pre-use visual inspection every time they use the equipment.

- Any defects must be reported immediately, and the equipment taken out of service.
- Inspections will be recorded and logged.

6.3. Safe Use of Ladders and Stepladders

- Ladders and stepladders should only be used for low-risk, short-duration work (generally less than 30 minutes in one position).
- Users must maintain three points of contact when climbing and working.
- Leaning ladders must be set at the correct angle (1-in-4 rule) and secured at the top or bottom.
- Stepladders must be placed on firm, level ground and fully opened with locking devices engaged.
- Users must not stand on the top three rungs of a ladder or the top two treads of a stepladder.

6.4. Safe Use of Mobile Access Towers

- Towers must only be erected, dismantled, and used by a competent person with PASMA training.
- A pre-use inspection must be completed before each use.
- The tower must be on firm, level ground with brakes locked and outriggers correctly deployed.
- Do not move a mobile tower with a person or materials on the platform.
- Never work on a tower in strong winds.

7. Emergency Procedures

In the event of an incident involving a fall from height, the following procedures must be followed:

- Provide immediate first aid if it is safe to do so.
 - Secure the area to prevent further injury.
 - Notify a supervisor immediately.
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- Record the incident in the company's accident book.
 - Co-operate with any subsequent investigation.

8. Review

This policy will be reviewed regularly and updated as necessary to reflect changes in legislation, work practices, or following a reportable incident.

Signed:



Mr Paul Dorrell
Managing Director
November 5th, 2025

