

Risk Factors - Operative Assessment

Method Statement – Water-Fed Pole System

Arrive on site

- Safety check of weather conditions. Wind not above 25mph
- Safety check list of all equipment; including safety precautions
- Safety check list of employees
- Check welfare arrangements and emergency or first aid procedures
- Inform employees of any changes in standard working practice
- Safety check development for possible working hazards
- Assess site and inform employees of working method and procedure
- Monitor employees as they prepare for starting work
- Monitor setup of water-fed pole system

Employees as they assess the situation

- Is your working area clear from possible hazards
- Have you got your safety precautions, hats, jackets, signs and cones
- Do you have enough water in your tank to complete the clean
- Are your brushes clean and clear of debris
- Are your poles clean and clear of debris

Employees begin the clean

- Put on your hard hat and hi-vis jacket
- Cone off your working area from the general public
- Display the relevant signs for the general public to beware of the hazards
- Attach your pole correctly and securely to the required outlet pipe
- Walk slowly and carefully to your point of work, being aware of possible hazards
- Lift the pole to the required height and lean it against the window
- Turn on your purified water pump
- Watch all around your working area for possible hazards
- Keeping two hands on the pole. Brush across the top frame three times or until clean
- Then brush down each side of the frame
- Brush down the pain of glass continuously until clean
- Brush the window sill clear
- Finally lifting the brush off the window, tilt the brush head to rinse the window clean

Employees finishing the clean

- Turn off the purified water pump
- Disconnect the hose
- Look around for possible hazards
- Walk slowly and safely to the next window or return to the vehicle

Safety Guide Lines

1. Brushes and poles should be in good condition and examined regularly for defects.
2. If required use another employee to make sure your working area is kept clear at busy times
3. Avoid overreaching or overstretching. Use a longer pole or report the clean as unfinished.
4. Do not climb or work off anything apart from the ground.

Health & Safety Risk Assessment

Risk Assessment - The Use of a Water-fed Pole System

Principal Hazards	Who Is Harmed?	How Could They Be Harmed?	Severity Of Risk High/Moderate/Low	Safe Working Method
Trailing hoses	General Public and the Operator	By tripping over the trailing hoses	Low	Operators are advised to keep the hose behind them. The working area is coned off from the general public.
Wet Pathways	General Public and the Operator	Slipping on the wet pathways	Low	Operators are advised to wear none slip shoes. The working area is coned off from the general public.
Falling poles or fabric from the building	General public and the Operator	The poles may fall or dislodge fabric from the building	Low	Operators are advised to wear safety hats at all times. The working area is coned off from the general public.
Manual handling	Operator	Injury through incorrect manual handling of poles or other equipment	Low	All employees are trained by our company to use correct handling routines and procedures