



Property, Development & Retail Management

Window Cleaning from Cradles

Mandatory - September 2013



Landsec
One Best
Way



One Best Way

Essential information about our
Health & Safety Standards.

Property, Development & Retail Management

Window Cleaning from Cradles

Overview

To ensure all work from Land Securities window cleaning cradles is undertaken as safely as possible; protecting the cleaners, occupiers and members of the public.

Design considerations

- Safe access location into the cradle
- Ease of access into cradle
- Possibility for restraint positioning in cradle
- Reviewing over sailing locations
- Emergency planning – power failure, medical emergencies, fire and a combination of events.

Training requirements

Operators training must include:

- Work at height training (including practical element)
- Working safely relevant to window cleaning (i.e IOSH Working safely)
- Site specific cradle familiarisation – (provided by cradle maintenance)
- Harness training (and Latchway where applicable) min half day
- Site induction
- First Aid training

Supervisors

Supervisors must receive some health and safety training specific to their role as a supervisor, in addition to the training specified above, such as NVQ level 3/ IOSH for Supervisors (2 day).

Managers

IOSH Managing Safely or equivalent is required. Anyone producing or reviewing risk assessments and method statements must be able to demonstrate competency to complete these including robust onsite knowledge and work at height training.

Occupational health

Service providers must be able to provide evidence that anyone working from a window cleaning cradle is fit to work at height. A pre-start medical and periodic medical checks is the best way to provide this confirmation.

Health and safety monitoring

Client monitoring

Window Cleaners must be monitored (via onsite / CCTV) periodically to ensure they are working safely.

Service provider own monitoring

Service providers must also provide evidence that they are routinely monitoring the health and safety of their workforce in addition to the ongoing onsite supervision.

Documentation

A Log book must be maintained on site to include:

- Sign in and out records, evidence of competencies, rams, fault log and equipment certification. A work at height permit must be issued for any window cleaning cradle not in continual use by an onsite team.
- Essential certification recording maintenance checks by competent persons (such as Certificate of Thorough Examination) to be attached to machine and accessible to all users.



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Emergencies

Specific rescue procedures must be in place to cover all possible situations including, fire, medical emergency, a fall from the cradle, and equipment or power failure. This must be briefed to the workforce. Rescue equipment must be available if there is a risk of a fall from the cradle. Emergency evacuation drill should be rehearsed at regular intervals, frequency of which to be determined between service provider and landlord/Dutyholder and built into PPM regime.

Risk assessing and PPE

A site review must be completed before a new service provider starts and periodically thereafter to risk assess the working environment access and cradle type. The risk assessment must then include justification for the type of harness to be worn in each relevant location and how that location is to be accessed safely.

This should assess the cradle, access, fall risk and prioritise restraint to prevent the operative climbing out of cradle. Typically, for work in window cleaning cradles, this will be a full body harness and a fall arrest lanyard that can be put into a fall restraint working position whenever possible. Lanyard options such as the tensor

twin lanyard should be used if the cleaner ever has to unclip and reclip when outside of a fully guarded position.

All cradles should be subject to pre-use checks by the competent operative/supervisor prior to each use.

PPE must consider weather conditions and should also include Hi-Vis, safety footwear and gloves.

Workforce engagement

Ensure that the service provider can provide evidence of workforce engagement into the working practices on site and in developing the risk assessments. Tools such as risk assessment workshops and job safety analysis walkthroughs completed with the workforce can assist with this.





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Action to be taken:

August 2013

Status:

Mandatory

Further help & contacts:

If you need any further information or guidance please contact any member of the Health, Safety & Security Team.



Weather considerations

An onsite anemometer must be available to ensure that wind speed is checked before work starts. The cradle should have a weather proof cover.

Fault management

- All cradles must have a scafftag in place marked up with the date of the last inspection.
- There must be a documented procedure in place to cover what happens in the event of a cradle fault. All relevant parties must be communicated that the cradle is taken out of service to ensure – the key is not issued for access and the cradle is taken out of use immediately through a physical lock off procedure on the cradle. The fault log must be updated in the cradle log book. All relevant parties must be briefed on this procedure where they have responsibility such as security, window cleaners and the MEBF provider so each knows the role they have to ensure access is restricted.

Public protection

- Tool tethers must be used on every item
- An exclusion zone hierarchy must be followed to ensure maximum public protection at all times:
 1. A full barrier exclusion zone with statutory signage must be in place beneath all works at height.
 2. If the above is not possible in certain locations due to shop fronts etc then working hours should be reviewed to achieve the above.
 3. As a last resort signage alone should be adopted if the area cannot be fully enclosed.

Further help and contacts:

- Federation of Window Cleaners
- SAEMA: Guidance on using Temporary Suspended Access Equipment
- HSE MISC611: Safety in window Cleaning using suspended and powered access equipment



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