

SHEQ SAMPLE REPORT



Customer:	BMV	Date:	18-1-18
Site:	M5 VIADUCT BENTS 21-7 to 21-18	Time:	8.00

Operatives					Management System			Scaffold Structure		
Name	CISRS		PPE			Yes	No		Yes	No
	Yes	No	Yes	No						
M BROOKS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RA/MS available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Overall	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A WARD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signage displayed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Foundation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S LAKIN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Work area protected?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ties	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	House keeping in order?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bracing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does work comply with SG4?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Working Platform(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Design available?	<input type="checkbox"/>	<input type="checkbox"/>	Means of Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>

IS THERE ANY ISSUE THAT GIVES YOU CONCERN? YES NO

If YES, please identify and detail the action that you have taken.

Gang work on aboves were observed whilst doing modifications to scaffolds to allow carpenters to continue work. All menwere working to SG4:15 and above with double handrail in place . All materials placed behind fencing to avoid public interface. Over all good practice in place by gang . Materilas roped up using braked gin will and in compliance with Lyndon RAMS. Good inerface with other trases allowing work to continue

SHEQ Sample By		Corrective Action Required By		SHEQ Sample Closed Out By		
Name :	W SHELDON	Date:		Name :	W SHELDON	
Signature:	W SHELDON			Signature :	W SHELDON	
Date :	18-1-18			Date :	18-1-18	
Distribution : 1 copy retained in the Depot or Site SHEQ Sample Report file.					LYN165-2011/01	

GUIDANCE

This guidance is not exhaustive, further reference may be made to the Lyndon Scaffolding plc SHEQ and Quality manuals.

Operatives

CISRS	Operatives must hold a current CISRS card at an appropriate grade for the work that they are carrying out.
PPE	Operatives must be wearing the following minimum level of PPE – Safety Helmet, Safety Boots, Safety Harness, Overalls, Hi-visibility vest and Gloves , site rules and risk assessment may require that other items of PPE must be worn i.e. safety glasses, ear protection etc., this will be detailed in the method statement for the works. These items must be serviceable.

Management System

RA/MS available?	Operatives working on the scaffold must have signed onto a relevant and current Risk Assessment and Method Statement.
Signage displayed?	Incomplete scaffolds MUST display an "Incomplete" scaffold sign and access onto the scaffold must be restricted.
Work area protected?	If a 3 rd party can enter our work area, we must take steps to prevent this, using barriers and warning signs.
House keeping in order?	Materials be stored correctly and be subject to good house keeping. Types and sizes of materials to be stored together in bundles, bins, racks etc. Materials must not be left standing upright unless they are being used or secured from falling. Spare materials must not be left on boarded or unboarded lifts. All packaging to be collected progressively and moved to the site waste facility or removed from site.
Does work comply with SG4?	Is the operative clipped on or working on a platform that is protected by at least a single guardrail? If using the safety step, is it being used correctly? If handling materials, are operatives clipped on or working from a double guardrail protected fully boarded safe handling platform? If using horizontal safety lines and or fall arrest blocks are they being used correctly?, is a rescue plan in place?, If NO , work must stop immediately. Work must not recommence until a safe system of work has been agreed. For further reference see SG4:10 or SG4:You.
Design available?	You must be aware of the customers scaffold policy. On some customer sites certain scaffolds may need to be designed. If YES, is it erected to the design, if NO should there be a design?

Scaffold Structure

Foundation	General	Ensure the ground is level, consolidated and free from debris or obstructions – if in doubt STOP WORK and seek advice.	
	Base Plates	Hard surfaces - base plates need not be used, however it is preferable and good practice to use a base plate. Intermediate surfaces - base plates must be used. Other surfaces - base plates and a suitable sole plate must be used.	
	Sole Plates	Must be at least 1000mm ² x 35 mm thick i.e. a scaffold board 0.45 m long. On soft ground must not be less than 1700 mm ² x 35 mm thick i.e. a scaffold board 0.76 m long. If supporting 2 standards must not be less than 3400 mm ² x 35 mm thick i.e. a scaffold board 1.52 m long. Sole plates should support 2 standards.	
Ties	Frequency	1 tie every alternate standards and every 4 m vertically.	
	Drilled anchors	Proof load 5% or 3 whichever is the greater, to 1.50 times the safe working load i.e. 6.10 kN tie, proof load to 9.15 kN, 12.20 kN tie, proof load to 18.30 kN. Record the results on the current version of LYN114.	
Bracing	Ledger	Alternate standards, to the full height of the scaffold, using load bearing couplers and positioned as close to the standard as is practical.	
	Facade	1 braced bay for every 5 bays of scaffold, to the full height of the scaffold, using load bearing couplers and positioned within 300 mm of the standard.	
Means of Access	Access hierarchy	Staircase, ladder access bays with single lift ladder, ladder access bays with multiple lift ladders, internal ladder access with protected ladder trap and external ladder using a safety gate. Is the method used suitable?	
	Ladders	To be positioned at an angle of 1 horizontal to 4 vertical, and must extend at least 1.05m above the working platform, any rung must be above the level of any supporting tube, the ladder must be lashed at the top with 6 mm polypropylene rope, it is preferable that the ladder is lashed in two places to prevent movement. Ladder must be free from defect.	
	Ladder Openings	The access point from an external ladder onto the scaffold will be protected by a safety gate. On internal ladder tracks, the opening in the platform will be protected by a staggered handrail or a self closing pivoting guardrail. The point of access must be clear of all obstructions.	
Working Platform	General	The platform must be close boarded and protected by a double guardrail and toe board.	
	Transom Spacing	38 mm scaffold board - 1.50 m maximum, generally 1.20 m.	
	Lynx Transom	Ensure the locking bolt for the adjustable part is fasten tight on erection, adaption and during dismantle.	
	Board Overhang	38 mm scaffold board - minimum 50 mm, maximum 150 mm.	
	Guardrail	Positioned at least 950 mm above the deck, measured from the top of the deck to the top of the guardrail.	
	Toe board	At least 150 mm high, placed on the inside of the standards and fixed in 2 places.	
	Unguarded Gap	No gap greater than 470 mm between the top of the toe board and the bottom of the guardrail, generally closed by a 2 nd guardrail. May also be supplemented by the addition of brickguards where materials are stacked about toeboard height.	
	Internal Guardrail	Requirement subject to risk assessment and discussion with the client, however as general guidance if the gap is greater than 225 mm a scaffold board should be inserted otherwise an internal guardrail(s) and toe board will be required.	
	Timber Scaffold Boards	End protection	Lyndon marked end hoop or nailplate.
		Knots	Knots that occur in any 100 mm length are classed as a group of knots. There must be at least 150 mm between any knots or group of knots where the knots are of the maximum size allowed.
		Cracks	No crack greater than 225 mm long or greater than 1/3 the thickness of a board.
Knots - face		Group of knots – The sum of the face measurements shall be less than 150 mm. Single knot – The sum of the face measurements shall be less than 75 mm.	
Knots - edge		Sum of the edge measurements shall be less than 3/4 the thickness of a board.	
Knots - arris	Sum of the edge measurements shall be less than 3/4 the thickness of a board. Sum of the face measurements shall be less than 120 mm.		