

An introduction to the new Accident Book - BI 510

A new accident record book was introduced by the HSE on 19th May 2003.

The new publication ensures you comply with legal requirements to record accidents at work, and it has been revised to take into account the requirements of the Data Protection Act 1998.

Use of the old style books does not comply with the terms of the Data Protection Act 1998, since anyone making an entry into the book is able to access personal information contained in previous entries.

To comply with the Data Protection Act 1998, personal details entered in accident books must be kept confidential. The new version of the book has been re-designed so that individual record sheets can be removed and stored securely. This will help companies to keep personal information in confidence.

The information commissioner, who monitors Data Protection issues, has agreed to a 7-month lead in time for the introduction of the new book, and consequently the previous edition of the accident book can be used up to the 31st December 2003. The earlier edition must not be used after that date.

There is no official legislation defining the exact format of record storage. However, records must contain the prescribed information (as shown in an accident book), must be kept securely, must be kept at the responsible persons place of work, must be readily retrievable when required and must provide an audit trail.

The changes to the book do not affect the reporting of certain accidents, diseases and dangerous occurrences to the HSE, which is still a requirement of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR).

The new book also contains guidance on:

- * RIDDOR 1995
- * The Health and Safety (First Aid) Regulations 1981.

The HSE accident book BI 510 (ISBN 0 7176 2603 2) is available from:

HSE Books
PO Box 1999
Sudbury
Suffolk
CO10 6FS

Tel: 01787 881165
Fax: 01787 313995
See also HSE Bookfinder at
www.hsebooks.co.uk



Chairman's Column

SG4 Review

Falls still account for almost half of the fatal accidents in Construction and scaffolders when erecting and dismantling scaffolds are constantly faced with a risk of falling. The NASC is continuously seeking to provide guidance on providing safe systems of work for scaffolding operations. When the NASC published SG4:00 in year 2000, they gave a commitment to the HSE to review and develop the guidance further by looking at advances in technology, innovation and product.

2003 sees the start of that review process.

On the 1st of August, Safety and Access Ltd. were appointed as consultants to draft an NASC guidance on 'Preventing Falls in Scaffolding and Falsework'. Safety and Access Ltd. will be working closely with the SG4 Working Group throughout the review process.

The revised document will give comprehensive guidance to management and the user. It will serve as a guide for the management of risk whilst working at height and will identify 'Industry Best Practice' and the use of 'Risk Assessments' as the keystone to

Internal Edge Protection

There have of late, been concerns raised by the HSE regarding the provision of internal edge protection on scaffold structures.

The term, 'internal edge protection' means, a physical barrier at the internal edge of the scaffold nearest to the structure or building which will prevent materials or persons from falling.

The reason internal edge protection is often omitted is generally at the client's request due to either, the working platform of the scaffold extending to the face of the existing structure creating a physical

barrier to prevent persons or materials from falling; or the client requires the internal edge protection to be omitted to allow other trades to complete their works, i.e. bricklayers, cladders, stone masons etc..

The concern raised by the HSE is, as a specialist scaffolding contractor we should not be erecting/altering and subsequently handing over scaffolds that are inherently unsafe. They do however understand that a duty of care lies with the user of the scaffold once handed over.

The HSE are quite clear on the requirements we need to take account of and these are:

- **Where practicable, do not erect scaffolds without internal edge protection.**
- **Make the client aware of their duties in relation to the scaffold you provide.**
- **Where the client requires internal edge protection to be omitted, ensure that there is an auditable trail of communication at every stage of the contract.**

Taking these issues into account, a revised handover procedure could be as follows;

- **A checklist with specific reference to the provision of internal edge protection for all new contracts. This is then agreed with the client during the pre-construction meeting.**
- **Where a client requires scaffold without internal edge protection this should be written on the Handover Certificate identifying that internal edge protection has been omitted at the client's request and that the client has a duty to control primary access onto the scaffold and to ensure that a safe system of work is implemented to prevent falls of materials or persons.**
- **If the client requires modifications/alterations or extra works to be undertaken, the same information can be entered onto the Site Variation Order.**
- **These statements could also be incorporated into the quotation process and your terms and conditions.**

These processes and procedures have already been employed by a member company and sent to the HSE for comment. They have agreed the principles and additionally one inspector undertaking a routine inspection of a client's site reviewed the procedure and requested a copy for his own reference on other site visits.

The NASC would like to thank Paul Richards of Interserve Industrial Services for his help and input in producing this article.

HSE Press Release

Construction Deaths Down in 2002/03 - But the signs are not so good for this year!

Seventy- one (71) workers were killed in the Construction Industry last year (2002/03), the second lowest figure recorded. This is a reduction from 80 fatalities in 2001/02 and 105 fatalities in 2000/01.

Kevin Myers, HSE Chief Inspector of Construction, said every fatality is one too many, most are preventable and each one a tragedy for those affected. However, it is encouraging to see that through a concerted effort by the industry a further reduction has been achieved during 2002/03.

A breakdown of the 71 fatal injuries that occurred indicates that falls from height remain the single biggest cause of death (47%), followed by struck by an object - other than a vehicle (15%), electricity (10%), transport (7%), collapse (7%) and other kinds (10%). The breakdown of type of injury is consistent with previous

years, although there has been a slight rise in the number of electrical accidents.

The breakdown of the fatal injury statistics indicates that the industry is still struggling to deal with falls from height.

The HSE remains committed to working with industry on falls from height and the other main causes of death through initiatives such as 'Don't Fall For It' and the national falls from height inspection campaign which will take place once more in September.

Unfortunately the reduction in fatalities in 2002/03 has so far, not been carried forward into the current year. There have been 27 deaths associated with the construction industry reported to the HSE from April to July this year.

It is too early in the year to assess whether the recent deaths indicate a reversal of the downward trend shown over the last three years, but this should act as a warning against complacency and a reminder that a sustained effort is still required across the industry to drive the necessary culture change.

A way with Anchors

There are many good scaffolders in the industry today who take pride in their work and who can erect scaffolding quickly and efficiently. They can erect a scaffold installation that not only looks properly built, but would also appear to be safe. Remember, nothing in life should be taken on face value - especially in the scaffolding industry.

Take the anchors used to tie scaffolds to building structures. On many scaffolds experienced scaffolders can, and are in fact actively encouraged by the CITB, to take full advantage of the structural features of a building to provide additional strength and stability for a scaffold, and they do so with admirable ingenuity.

It is not, however, intended that in making full use of the structural features of a building, that ties and anchors can be relegated to the status of 'cosmetic appearance' only - that is, installed incorrectly or into unsuitable materials and having no real value. This practice may fool the uninformed and inexperienced, it can considerably reduce the time needed to erect a scaffold thereby benefiting both the scaffold contractor and the scaffolder, but it is not only highly dangerous it is illegal.

Take Hilti drop-in type anchors for example. How many of

you reading this article have ever used the special setting punch to set the anchor insert before screwing in the threaded ringbolt? How many of you simply screw in the ringbolt which cannot set the anchor fully because the internal thread does not go deep enough. How many of you take, or have the time, and the means available, to blow out a drilled hole to clear any dust before the drop-in anchor is inserted? How many of you ever test the strength of a sample of anchors on the job as you are required to by BS 5973 and our own Guidance Note TG4. If you don't - how do you know the scaffold will not collapse in a high wind or when it is fully loaded? And lastly, how many of you have really considered the capability of the base material of the building structure to take the loads imposed on it through the scaffold, probably not too many.

The use of the nylon plug and eyebolt anchor has increased over the last five years. The hole is only 14mm dia. and will therefore reduce any resultant damage to the base material being fixed into. The nylon plug does not require setting and is suitable for use in various wall materials. The eyebolts provide a good tie for Frame scaffold systems and use a 48.3mm tube with a fixed hook on one end for tying the scaffold. The nylon plug is not liable to corrosion so the problem of staining is avoided.

Load capacity of nylon plugs is lower than the design load required (6.25kN) so additional ties will be needed.

The introduction of the 12mm self-tapping screw type, multi substrate anchor has extended the means at a scaffolder's disposal to anchor scaffolds. They are also particularly useful for system scaffolds that require increased numbers of ties. The smaller diameter hole required lends itself to battery powered hammer drills, doing away with trailing leads and the perennial problem of where to obtain a power source. The self-tapping anchors work by providing safe anchorage over the full embedment of the anchor and are therefore not required to expand, which reduces the possibility of damage to the base material. The self tapping screw anchors also have their limitations and their effectiveness is reduced by as much as 15% with each use, dependent on the material being fixed into. In response to industry concerns, sacrificial serrated tooling has been added along the first few threads of the bolt on some types as a direct indicator of the remaining safe working life of the bolt.

Resin type stud anchors are also used for anchors, especially where substrates are weak and similarly these require good preparation of the fixing hole before use. Most people know the hole should be cleaned but do you know this means brushing the hole as well as blowing it? Blowing does not remove the dust impressed against the sides of the hole by the drill tip and it is this dust which will stop the resin - especially in an injection system - from bonding with the substrate.

So the moral of the story: What is the point of erecting the best scaffold in town if the anchors that you've used are not installed correctly? Think about the best type of anchor to use. Ensure that you install them correctly, following manufacturers instructions, and you can sleep easy on those nights when the wind blows hard and that niggling thought of 'Have I tied the scaffold in enough?' can be answered with a satisfying 'Yes'.

The NASC would like to thank Des Daly of Alltask Ltd. for his help and input in producing this article.

Chairman's Column continued

developing 'Safe Systems of Work'. The new document will take the form of a series of guidance notes based on the hierarchy outlined by Regulation 6 of the Construction (Health, Safety and Welfare) Regulations 1996.

It is the intention of the NASC to publish the new guidance early in the New Year.

Health and Safety Award 2003

It is still not too late to submit an entry for the NASC Health & Safety Award. The closing date has been extended to Friday 26th September. The award will be made to the contractor who has a health and safety initiative or system that is clearly proven to have significantly improved health and safety and reduced accidents. It does not have to be a brand new idea and could be a system that was implemented some time ago and you are just starting to see the benefits. Remember, this is your opportunity to show other members of the NASC how committed your company is to improving Health & Safety in Scaffolding.

Guidance Notes

The Health and Safety committee are please to announce the following guidance notes have been issued this year.

- SG20:03 - Consultation with the Workforce.
- SG21:03 - Entry into Confined Spaces
- SG22:03 - Induction Training
- SG23:03 - Safe System of Work for Birdcage Scaffolds



John Pritchard

NASC Information member wins award at the Health & Safety Expo 2003

TRSS Ltd., who launched their 'Tool Retention Safety System' at the Health & Safety Expo at the NEC, Birmingham, have achieved the accolade of being awarded Best Practice's - 'Safety System of the Show'.



Best Practice has recognised the TRSS as a solution for the very common, time wasting and dangerous problem of dropping tools whilst working at heights, or in confined spaces. The TRSS not only prevents inconvenience to the user, but also prevents possible injury to anybody below the work area.



The TRSS takes the form of a retractable lanyard that connects the user to the tool and is adaptable for use with various types of tool.