

# MINIMUM STANDARD Podium Access Equipment

The following Minimum Standard is applicable on all projects

## Introduction

Podium access equipment can provide a safe means of access for undertaking work at height, which are a preferable and safer alternative to ladders and step ladders.

## Planning

Podiums must:

- Only be used on flat, firm and level surfaces which are capable of taking the point loadings from the feet/stabilisers
- Be erected and used in accordance with manufactures' instructions
- Make use of stabilisers (where provided)
- Be of such a design that they **cannot** be moved when in use
- Podiums with wheels which are reliant on the operator applying the brakes, **must not be used on Unitas sites**
- The selection of the type of podium to be used must follow a risk assessment.



## Note:

Generally the heights worked at from a podium will not require the creation of an exclusion zone, however, where podiums are used adjacent to the protected edges of slabs, balconies, staircases, etc. there may be a requirement to create exclusion zones below.

## Procurement

All hires of podiums by Unitas must be to this standard and subcontractors must adopt this standard.

Podiums should be compliant with the PAS250 or BS8620 standard.

## Competence/Training

Podiums must only be used by persons who have received as a minimum familiarisation training (toolbox talk) based on the manufacturers' operating instructions.

## Documentation

Podiums must be inspected before use and the results of these inspections must be recorded on the equipment check list and passed to OTL/site manager.

## Further Guidance/Reference

PASMA - Industry body for the safe use of mobile access towers

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## OPERATION – USE OF PODIUM ACCESS EQUIPMENT

Project Name:

Contract No:

Date:

Name of person undertaking check or Safety Monitoring:

Check		Complete	
1	Is the work at height equipment selected the most appropriate for the task?	✓	x
2	Has a risk assessment and method statement been produced for the task?	✓	x
3	Is the work area suitable for the Podium?	✓	x
4	Is the operating surface smooth, firm, level and capable of withstanding imposed loadings? If not contact OTL/site manager	✓	x
5	Is an exclusion zone required?	✓	x
6	Is the Podium marked as being PAS250 or BS8620 compliant?	✓	x
7	Have podium operators, as a minimum, received familiarisation training from the supplier?	✓	x
8	Has the equipment check list been filled out prior to use?	✓	x
9	Other issues? (specify)	✓	x

Signature .....

Date .....