



**WEYMOUTH HARBOUR – WORKING AT HEIGHT**

**Job Information:**

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| --- | --- |
| Location: | Vessel Name (if applicable): |
| Description of work to be undertaken: |

**Contractor Information:**

|  |  |
| --- | --- |
| Name: | Company: |
| Address: | Email: |
| Telephone: | Mobile: |

**Note: None of the above works are to be started without notifying the Harbour Office**

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| --- | --- |
| 1. Are the weather conditions acceptable?
 | Yes No |
| 1. Are appropriate signs to be erected?
 | Yes No |
| 1. Is there any risk from falling objects? If YES, state risk reduction measures in place.
 | Yes No |
| 1. Is the area to be barricaded?
 | Yes No |
| 1. Is scaffolding and/or harnesses required? If YES, confirm that they are in place and checked.
 | Yes No |
| 1. Is a licence required for any scaffolding?
 | Yes No |
| 1. Is there a designated Area Supervisor?
 | Yes No |
| 1. Is there a lookout or assistant? (lone working)
 | Yes No |
| 1. Are there any existing overhead services crossing or adjacent to proposed working heights? If YES, state location:
 | Yes No |
| 1. Adequate insurance cover in place for the work being undertaken?
 | Yes No |
| 1. Risk assessments completed?
 | Yes No |
| Details of any site specific risks, special conditions, or precautions needed: |
| Work commences when? | Date | Time |
| Works finishes when? | Date | Time |
| I have personally examined the above precautions and am satisfied that all necessary safety arrangements have been taken and will be maintained for the duration of the work.I will immediately report to Weymouth Harbour any incident accident or dangerous occurrence.I will inform Weymouth harbour when works are complete. |
| Name: | Signature: | Date: |

**To be completed by Weymouth Harbour**

|  |  |  |
| --- | --- | --- |
| Permission Granted:  | Signature: | Date: |
| Permission Refused:  |

**We are committed to protecting your personal data; our Privacy Notice can be found on our** [**website**](http://www.weymouth-harbour.co.uk/fcimages/files/Weymouth%20Harbour%20GDPR-%20Privacy%20Notice%20-%202018_05_24.pdf) **or please ask for a copy.**

**Harbour Masters Office, 13 Custom House Quay, Weymouth. Dorset DT4 8BG**

**Email:** weymouthharbour@dorsetcouncil.gov.uk