

SAFE SYSTEM OF WORK — FITTING GUTTERING FROM A PLATFORM

SSW — ONE PAGE

A platform at the eaves, not a ladder with a length in hand — on one page

KD-SSW-GU-011 Rev A0

Work at Height Regulations 2005 reg 6: a platform before a ladder — guttering is a two-handed job at the eaves, and a ladder is not a place to do it from; reg 7: the equipment is chosen for the job, which for a house means a tower, a podium at low eaves, or a small MEWP. MHSWR 1999 reg 3: the eaves, the ground, the service drop and the weather assessed here. One-page safe system of work for a domestic gutter run; the full activity RAMS is KD-RAMS-RO-007, and gutter clearing is KD-RAMS-PM-003.

1 THE JOB

PROJECT / SITE REF	SITE	DATE	SHEET PREPARED BY
THE TASK, IN ONE LINE			SUPERVISOR / WHO TO CALL

2 HAZARDS ON THIS JOB — TICK EACH ONE PRESENT; THE CONTROL BESIDE IT IS WHAT YOU WILL DO

- ☐ Falls from the eaves — a tower, podium or MEWP with guardrails; a MEWP only with an operator trained on that category (IPAF or equivalent) and the ground checked for covers and soft verges; nobody on a ladder holding a length of gutter
- ☐ Falling gutter, brackets and tools — the drop zone barriered; tools lanyarded or in a bucket; lengths passed up, never thrown
- ☐ Overhead cables at the eaves — the service drop found first and kept outside the reach of the platform and the person on it
- ☐ Fragile roof edge and roof lights — nobody on the roof; the platform is at the eaves, not above them
- ☐ The ground under the platform — firm and level; not on a sloping drive without the platform's own levelling; drains and covers avoided
- ☐ Long lengths — two people to a length; cut at ground level; wind watched

3 SEQUENCE OF WORK — AMEND EACH STEP TO THIS JOB, OR WRITE "AS PRINTED"; SAY WHO DOES IT

1. WALK THE RUN: EAVES HEIGHT, GROUND, CABLES, DRAINS, WHAT IS BELOW EACH SECTION	WHO
2. SET UP THE PLATFORM TO ITS INSTRUCTIONS; INSPECT IT; BARRIER THE GROUND BELOW	WHO
3. STRIP THE OLD GUTTER INTO A BUCKET OR LOWER IT; BAG THE WASTE AT GROUND LEVEL	WHO
4. SET THE FASCIA BRACKETS TO THE FALL FROM A STRING LINE; FIX INTO SOUND FASCIA	WHO
5. CUT LENGTHS ON THE GROUND; PASS UP; CLIP IN; JOINT TO THE MANUFACTURER'S METHOD	WHO
6. FIT OUTLETS AND DOWNPIPE; TEST WITH A HOSE FROM THE PLATFORM; CHECK THE FALL	WHO
7. STRIKE THE PLATFORM; CLEAR THE BARRIERS; CLEAR THE GROUND	WHO

4 KIT AND PPE — AND STOP CONDITIONS: STOP AND GET THE SUPERVISOR IF... (TICK WHEN BRIEFED)

Kit: tower, podium or MEWP with its instructions and tag, string line and level, bucket and rope, hacksaw, drill, barriers, hose. PPE: safety footwear; gloves; eye protection when cutting; hi-vis where the public passes; helmet under the eaves.

- ☐ The eaves cannot be reached from a platform that fits on this ground
- ☐ The service drop is within reach of the platform
- ☐ The fascia is rotten and will not hold a bracket
- ☐ Wind moves the platform, or a length in your hands

5 SIGNATURES

Person doing the work — I have read this sheet, the kit and PPE are on the job, and I will stop at the conditions in section 4:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Briefed by / supervisor — I have checked the job against this sheet and amended what needed it:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.