

Toolbox Talk

59. Raised Floors



What?

- Work involving raised floors causes particular risks: manual handling, cuts / lacerations, slips, trips and falls, live electricity, dust / dirt, biological / chemical (e.g. pest control), floor collapse / instability
- Many buildings have areas with raised floors to create space for services which run through the building. These services include electrical supplies and network cables and can normally be accessed by lifting floor tiles

Why?

- It is necessary from time to time to lift floor tiles to gain access to the void beneath the floor in order to undertake maintenance, repairs and to install new cables. This activity can create various risks including cuts, trips, falls, electrical contact, handling injuries and dust etc
- Before attempting to gain access to the under-floor void consult any drawings indicating the positions of under-floor trunking, services and fire barriers
- Events such as water leaks (electrocution), chemical spills (exposure, asphyxiation) must be considered before opening an existing raised floor as these can exacerbate the risk when accessing the void

Do



- ✓ Test the grip by pulling on the handles before starting to raise the panels
- ✓ Use the correct lifting tool, and ensure the lifting tool is in good condition and fit for the purpose.
- ✓ Remove and replace panels by lifting and lowering in the horizontal plane
- ✓ Use proper panel lifting devices
- ✓ Put up barriers and / or warning notices after removing tiles
- ✓ Check what panels are made of before cutting them

Don't



- ✗ Allow unauthorised persons to enter the work area
- ✗ Remove panels by using a 'hinged action' or by 'levering' with screwdrivers or similar
- ✗ Enter the cavity unless it has been checked for cleanliness
- ✗ Enter if you have a medical condition such as asthma



Document Name	TBT 59 Raised Floors	Document No	FM/HS/TBT/061
Document Owner	Stuart Care	Date of Issue	13/01/2017
Classification	Internal Use	Version No	01