

Grid Hatches – Permit to Work Accompanying Instructions

(To be read in conjunction with Grid Hatch Permit)

Grid hatches are installed in studios with grid systems at Television Centre (TC1, TC2 and TC3) and Elstree Studios (Stages 8 and 9). (TC2 grid hatches are not in use.) These hatches are occasionally opened for operational purposes to provide direct access between the grid and the studio floor. Due to the significant risk of falls from height, all grid hatch access is strictly controlled under the BBC Studioworks Permit to Work system. The following rules must be followed:

- Hatches remain locked when not in use and will only be unlocked following approval by the Operations Team Manager (or nominated deputy) after a valid permit is issued.
- Productions or competent contractors requiring access must notify the relevant Studioworks Resource Manager or Project Manager during the planning stage and submit suitable, task-specific Risk Assessments and Method Statements (RAMS), incorporating the mandatory control measures detailed within this document together with any additional activity-specific controls.
- Permits will only be issued to competent operatives holding a valid Grid Induction, with work supervised by a suitably qualified person experienced in the use of temporary lifting equipment (NRC standard or equivalent where applicable).
- All personnel directly involved in lifting operations through the hatch must wear suitable fall protection and be securely attached to approved anchor points using appropriate equipment.
- Temporary edge protection barriers must be installed around the open hatches in the TVC TC1 and TC3 Grids (Stages 8 & 9 at Elstree have fixed barriers around the hatches)
- **The hatch must be closed whenever left unattended**
- In addition, the studio floor area directly beneath the hatch must be segregated with suitable barriers and supervised by competent personnel to prevent access beneath the work area throughout the operation.