

 CORPORATE SAFETY MANUAL	ENVIRONMENTAL, HEALTH AND SAFETY STANDARDS	
TITLE: FALL PROTECTION	Document Number: *	
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1 Purpose

The purpose of this document is to establish a fall protection program, whereby the company goal is to achieve 100% fall protection for all employee’s who work above ground. Additionally, this plan is designed to supplement the standard safety policy by providing safety standards specifically designed to cover fall protection on the job and to ensure that each employee is trained and made aware of the safety provisions which are to be implemented by this program.

This fall protection program applies to all employees’ who will be (1) working at heights greater than 6’ (2) and/or who are exposed to falling objects. Only properly trained and/or experienced employees will be allowed to work above ground at elevated heights.

2 Responsibilities

(Insert Company Name) is dedicated to the protection of its employees from on-the-job injuries.

All employees of (Insert Company Name) have the responsibility to:

- work safely on the job
- follow the instructions of the (insert title) and/or designated “safety monitor”
- follow the procedures outlined in this document
- bring to management’s attention any unsafe or hazardous conditions that may cause injury to either themselves or any other employees

It is the responsibility of the (insert Title) or designated “safety monitor” to:

- implement this Fall Protection Plan
- continually observe safety checks of their work operations
- enforce the safety policy and procedures
- correct any unsafe acts or conditions immediately
- complete the Job-Site Fall Protection Plan Checklist
- investigate any incidents or accidents using the Accident Investigation Form

The Program Coordinator is responsible for:

- conducting surveillance of the fall protection program to assess its implementation
- periodically inspect facilities/sites that are involved in elevated work
- review elevated work/fall prevention plans
- assist in the implementation of fall protection procedures
- assist in the selection/procurement of fall protection equipment and implementation of engineering controls
- coordinate fall protection program requirements with (Insert Company Name) (insert title)

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- assist in ensuring that supervisors are trained in fall protection activities/requirements
- maintain technical competency by keeping current in state of the art fall protection technology
- maintain the fall protection written program

The designated "Safety Monitor" is responsible for:

- recognizing fall hazards
- warning when it appears that the employee is unaware of a fall hazard or is acting in an unsafe manner
- being on the same walking/working surface within visual distance of the employee being monitored being close enough to communicate orally with the employee

3 Policy Content

3.0 Definitions

"Anchorage" means a secure point of attachment for lifelines, lanyards or deceleration devices.

"Body belt (safety belt)" means a strap with means both for securing it about the waist and for attaching it to a lanyard, lifeline, or deceleration device.

"Body harness" means straps which may be secured about the employee in a manner that will distribute the fall arrest forces over at least the thighs, pelvis, waist, chest and shoulders with means for attaching it to other component of a personal fall arrest system.

"Buckle" means any device for holding the body belt or body harness closed around the employee's body.

"Connector" means a device which is used to couple (connect) parts of the personal fall arrest system and positioning device systems together. It may be an independent component of the system, such as a carabiner, or it may be an integral component of part of the system (such as a buckle or dee-ring sewn into a body belt or body harness, or a snap-hook spliced or sewn to a lanyard or self-retracting lanyard).

"Controlled access zone (CAZ)" means an area in which certain work (e.g., overhead bricklaying) may take place without the use of guardrail systems, personal fall arrest systems, or safety net systems and access to the zone is controlled.

"Deceleration device" means any mechanism, such as a rope grab, rip-stitch lanyard, specially-woven lanyard, tearing or deforming lanyards, automatic self-retracting lifelines/lanyards, etc., which serves to dissipate a substantial amount of energy during a fall arrest, or otherwise limit the energy imposed on an employee during fall arrest.

"Deceleration distance" means the additional vertical distance a falling employee travels, excluding lifeline elongation and free fall distance, before stopping, from the point at which the deceleration device begins to operate. It is measured as the distance between the location of an employee's body belt or body harness attachment point at the moment of activation (at the onset of fall arrest forces) of the deceleration device during a fall, and the location of that attachment point after the employee comes to a full stop.

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"Equivalent" means alternative designs, materials, or methods to protect against a hazard which the employer can demonstrate will provide an equal or greater degree of safety for employees than the methods, materials or designs specified in the standard.

"Failure" means load refusal, breakage, or separation of component parts. Load refusal is the point where the ultimate strength is exceeded.

"Free fall" means the act of falling before a personal fall arrest system begins to apply force to arrest the fall.

"Free fall distance" means the vertical displacement of the fall arrest attachment point on the employee's body belt or body harness between onset of the fall and just before the system begins to apply force to arrest the fall. This distance excludes deceleration distance, and lifeline/lanyard elongation, but includes any deceleration device slide distance or self-retracting lifeline/lanyard extension before they operate and fall arrest forces occur.

"Guardrail system" means a barrier erected to prevent employees from falling to lower levels.

"Hole" means a gap or void 2 inches (5.1 cm) or more in its least dimension, in a floor, roof, or other walking/working surface.

"Infeasible" means that it is impossible to perform the construction work using a conventional fall protection system (i.e., guardrail system, safety net system, or personal fall arrest system) or that it is technologically impossible to use any one of these systems to provide fall protection.

"Lanyard" means a flexible line of rope, wire rope, or strap which generally has a connector at each end for connecting the body belt or body harness to a deceleration device, lifeline, or anchorage.

"Leading edge" means the edge of a floor, roof, or formwork for a floor or other walking/working surface (such as the deck) which changes location as additional floor, roof, decking, or formwork sections are placed, formed, or constructed. A leading edge is considered to be an "unprotected side and edge" during periods when it is not actively and continuously under construction.

"Lifeline" means a component consisting of a flexible line for connection to an anchorage at one end to hang vertically (vertical lifeline), or for connection to anchorage's at both ends to stretch horizontally (horizontal lifeline), and which serves as a means for connecting other components of a personal fall arrest system to the anchorage.

"Low-slope roof" means a roof having a slope less than or equal to 4 in 12 (vertical to horizontal).

"Lower levels" means those areas or surfaces to which an employee can fall. Such areas or surfaces include, but are not limited to, ground levels, floors, platforms, ramps, runways, excavations, pits, tanks, material, water, equipment, structures, or portions thereof.

"Mechanical equipment" means all motor or human propelled wheeled equipment used for roofing work, except wheelbarrows and mopcars.

"Opening" means a gap or void 30 inches (76 cm) or more high and 18 inches (48 cm) or more wide, in a wall or partition, through which employees can fall to a lower level.

"Overhand bricklaying and related work" means the process of laying bricks and masonry units such that the surface of the wall to be jointed is on the opposite side of the wall from the mason, requiring the mason to lean over the wall to complete the work. Related work includes mason tending and electrical installation incorporated into the brick wall during the overhand bricklaying process.

"Personal fall arrest system" means a system used to arrest an employee in a fall from a working level. It consists of an anchorage, connectors, a body belt or body harness and may include a lanyard, deceleration device, lifeline, or suitable combinations of these. As of January 1, 1998, the use of a body belt for fall arrest is prohibited.

"Positioning device system" means a body belt or body harness system rigged to allow an employee to be supported on an elevated vertical surface, such as a wall, and work with both hands free while leaning.

"Rope grab" means a deceleration device which travels on a lifeline and automatically, by friction, engages the lifeline and locks so as to arrest the fall of an employee. A rope grab usually employs the principle of inertial locking, cam/level locking, or both.

"Roof" means the exterior surface on the top of a building. This does not include floors or formwork, which, because a building has not been completed, temporarily become the top surface of a building.

"Roofing work" means the hoisting, storage, application, and removal of roofing materials and equipment, including related insulation, sheet metal, and vapor barrier work, but not including the construction of the roof deck.

"Safety-monitoring system" means a safety system in which a competent person is responsible for recognizing and warning employees of fall hazards.

"Self-retracting lifeline/lanyard" means a deceleration device containing a drum-wound line which can be slowly extracted from, or retracted onto, the drum under slight tension during normal employee movement, and which, after onset of a fall, automatically locks the drum and arrests the fall.

"Snaphook" means a connector comprised of a hook-shaped member with a normally closed keeper, or similar arrangement, which may be opened to permit the hook to receive an object and, when released, automatically closes to retain the object. Snaphooks are generally one of two types: The locking type with a self-closing, self-locking keeper which remains closed and locked until unlocked and pressed open for connection or disconnection; or The non-locking type with a self-closing keeper which remains closed until pressed open for connection or disconnection. As of January 1, 1998, the use of a non-locking snaphook as part of personal fall arrest systems and positioning device systems is prohibited.

"Steep roof" means a roof having a slope greater than 4 in 12 (vertical to horizontal).

"Toeboard" means a low protective barrier that will prevent the fall of materials and equipment to lower levels and provide protection from falls for personnel.

"Unprotected sides and edges" means any side or edge (except at entrances to points of access) of a walking/working surface, e.g., floor, roof, ramp, or runway where there is no wall or guardrail system at least 39 inches (1.0 m) high.

"Walking/working surface" means any surface, whether horizontal or vertical on which an employee walks or works, including, but not limited to, floors, roofs, ramps, bridges, runways, formwork and concrete reinforcing steel but not including ladders, vehicles, or trailers, on which employees must be located in order to perform their job duties.

"Warning line system" means a barrier erected on a roof to warn employees that they are approaching an unprotected roof side or edge, and which designates an area in which roofing work may take place without the use of guardrail, body belt, or safety net systems to protect employees in the area.

"Work area" means that portion of a walking/working surface where job duties are being performed.

3.1 Protective Equipment

Employee's working at heights greater than 6' must use either a guardrail system, safety net system or personal fall arrest system. Any operations being performed by (Insert Company Name) employees at heights above 6' require the use of a personal fall arrest system.

Personal Fall Arrest Systems

Personal fall arrest systems, include but are not limited to, an anchorage point, connector and a body belt or harness. These systems may include a fall deceleration device such as a lifeline or lanyard.

Personal fall arrest systems shall not be attached to guardrail systems, nor shall they be attached to hoists.

Personal fall arrest systems shall be inspected prior to each use of wear, damage and other deterioration. Defective components shall be removed from service.

Those systems and components which have been subjected to impact loading shall be immediately removed from service and shall not be used again for employee protection until inspected and determined by a competent person to be undamaged and suitable for reuse.

Lanyards and vertical lifelines shall have a minimum breaking strength of 5,000 pounds. When vertical lifelines are used, each employee shall be attached to a separate lifeline.

Horizontal lifelines shall be designed, installed and used under the supervision of a qualified person, as part of a complete personal fall arrest system which maintains a safety factor of at least two. Effective January 1, 1998, only locking type snaphooks shall be used.

Hard Hats

All employees' working at a job site must wear a hard hat to protect from falling objects that may accidentally be displaced from above. Where appropriate, either a toeboard, screen, guardrail system or canopy structure should be erected to protect employee's below from injury due to falling objects.

3.2 Safety Monitoring System

A Site Safety and Health Officer will be assigned to each job site and will act as the "safety monitor". In some cases, the (insert Title) will be designated the "safety monitor". However, anyone with appropriate training and experience may be deemed qualified to act as the Safety Monitor.

The Safety Monitor assists in the completion of the Job-Site Fall Protection Plan Checklist.

3.3 Training

All employee's who are exposed to fall hazards or falling objects are required to be trained on this fall protection program at least annually.

Retraining is required at least annually and when an employee with previous training does not have the understanding and skills required to do the job in a safe manner.

The fall protection training program will be a combination of classroom and hands-on activities. The content of the program will include the following:

- nature of the fall hazards in the work area
- correct procedures for erecting, maintaining, disassembling and inspecting the fall protection systems being used.
- the role of the employee, Project Superintendent and "safety monitor"
- the standards contained in Subpart M of 29 CFR 1926
- the correct procedures for the handling and storage of equipment and materials and erection of overhead protection
- safe climbing (ropes, knots, anchors, delays and climbing)
- emergency response and rescue techniques

All employee's attending the fall protection training program will be issued a training certificate that will include the employee's name, date of training, signature of trainer and signature of the employer.

3.4 Site Fall Protection Plan

Prior to the start of each installation, a Job-Site Fall Protection Plan Checklist will be created for the site.(see appendix A) The Job-Site Fall Protection Plan Checklist will be reviewed by the Project Superintendent or designated "safety monitor". Any inadequacies will be resolved before employees are allowed to climb. The Job-Site Fall Protection Plan Checklist can be incorporated into the Site Specific Health and Safety Plan.

3.5 Emergency Procedures

All trucks will be equipped with a first-aid kit and appropriate rescue equipment. The Job-Site Fall Protection Plan Checklist will include emergency telephone numbers for local hospitals, ambulance and company officials.

3.6 Accident Investigation

All accidents that result in injury to workers, regardless of their nature, shall be investigated and reported. It is an integral part of any safety program that documentation take place as soon as possible so that the cause and means of prevention can be identified to prevent a reoccurrence. An Accident Investigation Form must be completed within 24 hours of the accident/incident and forwarded to the Program Coordinator.

In the event that an employee falls or there is some other related, serious incident, this plan must be reviewed to determine if additional practices, procedures, or training need to be implemented to prevent similar types of falls or incidents from occurring.

3.7 Enforcement

Constant awareness of and respect for fall hazards, and compliance with all safety rules are considered conditions of employment. The Project Superintendent reserves the right to issue disciplinary warnings to employees, up to and including termination, for failure to follow the guidelines of this program.

4 References

The OSHA 29 CFR 1926 Subpart M - Fall Protection is incorporated into this program by reference.

5 Appendices

Appendix A: Job-Site Fall Protection Program Checklist

Appendix A

Job-Site Fall Protection Program Checklist

JOB-SITE FALL PROTECTION PLAN CHECKLIST
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DATE:	
JOB-SITE ADDRESS	
PROJECT SUPERINTENDENT	
SAFETY MONITOR	

(Insert Company Name and Address)

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HAZARDS PRESENT AT JOB-SITE (ie. Trench, falls, falling objects, electrical, etc.)	
EMERGENCY NUMBERS:	
Hospital:	
Ambulance:	
(Insert Company Name):	

SITE SET-UP	YES	NO
Are all employee's equipped with hard hats?		
Has the personal fall arrest system been inspected for damage, deterioration, etc.?		
Has a canopy or other mechanism been installed to prevent falling objects from reaching the ground? If not, explain below.		
Is the first-aid kit and rescue equipment available?		
Have all employee's been instructed as to the possible fall hazards present at the job-site?		
SITE CLOSURE		
Did any incidents/accidents occur during this installation? If yes, have accident investigation forms been completed and forwarded to the program coordinator?		
Was any first-aid equipment used? If yes, has it been replaced?		

Comments: _____

Approval to proceed with installation:

 Project Superintendent

 Safety Monitor

****Return to Program Coordinator when complete****