**Sample safety program:**

Fall protection program

***Insert company name***

**Fall protection program**

**Purpose**

The fall protective equipment program is designed to provide our employees with appropriate protection from injury when working at heights thereby preventing fall related injury.

Fall protection will be provided to affected employees “free of charge” with the expectation that the employee will maintain the equipment in an appropriate manner and report immediately to their supervisor as to any damage or excessive wear.

The type and level of employee protection will be dependent on the specific hazards to be controlled at each job site. The levels and type of protection may vary, but once assigned and unless otherwise specifically instructed otherwise, all affected employees will wear the assigned equipment and or adhere to related safety procedure. Failure to properly wear and/or maintain company issued fall protective equipment is grounds for disciplinary actions up to and including termination.

**Assignment of responsibility**

Management is responsible for providing fall protection equipment to affected employees, and to ensure that all employees understand and adhere to the procedures of this program.

***(Insert name)*** is responsible for the implementation and continued application of this program. They are responsible for the following:

* Performing routine safety checks of work operations
* Enforcing fall protection policy and procedures
* Correcting any unsafe practices or conditions immediately
* Training employees and supervisors in recognizing fall hazards and the use of fall protection systems
* Maintaining records of employee training, equipment issued, and fall protection systems used at company jobsites
* Investigating and documenting all fall related incidents that result in employee injury

**Employees**

It is the responsibility of all employees to:

* Understand and adhere to the procedures outlined in this fall protection program
* Bring to management’s attention any unsafe or hazardous conditions or practices that may cause injury to either themselves or any other employees
* Report any incident that causes injury to an employee, regardless of the nature of the injury

**Determination of needs**

Unless otherwise specified, ***(Insert name)*** will evaluate the worksite(s) and determine the specific type(s) of fall protection to be used in the following situations.

**Hoisting operations**

Guardrail systems or personal fall arrest systems will be used in hoist areas when an employee may fall six (6) feet or more. If guardrail systems must be removed for hoisting, employees are required to use personal fall arrest systems.

**Holes and other openings**

Covers or guardrail systems will be erected around holes (including skylights) that are six (6) feet or more above lower levels. If covers or guardrail systems must be removed, employees are required to use personal fall arrest systems.

**Leading edges**

Guardrail systems, safety net systems, or personal fall arrest systems will be used when employees are constructing a leading edge that is six (6) feet or more above lower levels. An “Alternative Fall Protection Plan” will be used if ***(Insert name)*** determines that the implementation of conventional fall protection systems is infeasible or creates a greater hazard to employees. All alternative Fall Protection Plans for work on leading edges will:

* Be written specific to the jobsite needs
* Include explanation of how conventional fall protection is infeasible or creates a greater hazard to employees
* Explain what alternative fall protection will be used for each task
* Be maintained in writing at the jobsite by ***(Insert name)***

**Openings**

Guardrail systems, safety net systems, or a personal fall arrest system will be provided to employees working on, at, above, or near wall openings when the outside bottom edge of the wall opening is six (6) feet or more above lower levels and the inside bottom edge of the wall opening is less than 39 inches above the walking/working surface.

**Ramps, runways and other walkways**

Employees using ramps, runways and other walkways six (6) feet or more above the lower level will be protected by guardrail systems.

**Controlled Access Zones**

Workers are prohibited from entering controlled access zones.Controlled access zones will be defined by control lines consisting of ropes, wires, tapes or equivalent material, with supporting stanchions, and will be:

* Flagged with a high-visibility material at six (6) foot intervals
* Rigged and supported so that the line is between 30 and 50 inches (including sag) from the walking/working surface
* Strong enough to sustain stress of at least 200 pounds
* Extended along the entire length of an unprotected or leading edge
* Parallel to the unprotected or leading edge
* Connected on each side to a guardrail system or wall
* Erected between six (6) feet and 25 feet from an unprotected edge, except in the following cases:

1. When working with precast concrete members: between six (6) feet and 60 feet from the leading edge, or half the length of the member being erected, whichever is less
2. When performing overhand bricking or related work: between ten (10) feet and 15 feet from the working edge.

**Excavations**

Fall protection will be provided to employees working at the edge of an excavation that is six (6) feet or deeper. Employees in these areas are required to use the fall protection systems as designated in this program.

* Excavations that are six (6) feet or deeper will be protected by guardrail systems, fences, barricades or covers.
* Walkways that allow employees to cross over an excavation that is six (6) feet or deeper will be equipped with guardrails.

**Training**

All employees who may be exposed to fall hazards will receive fall protection training within 24 hours or prior to their working in any situation placing them at risk of a fall related injury.

***(Insert name)*** will maintain a record of those employees who have received training and their training dates.

Training of employees will include:

* Nature of the fall hazards employees may be exposed to
* Correct procedures for erecting, maintaining, disassembling, and inspecting fall protection systems
* Use and operation of controlled access zones, guardrails, personal fall arrest systems, safety nets, warning lines, and safety monitoring systems
* Role of each employee in the safety monitoring system (if one is used)
* Limitations of the use of mechanical equipment during roofing work on low-slope roofs (if applicable)
* Correct procedures for equipment and materials handling, and storage and erection of overhead protection
* Company specific requirements for reporting incidents that causes injury to an employee

**Fall protection systems**

**Covers**

* All covers will be secured to prevent accidental displacement.
* Covers will be color-coded or bear the markings “HOLE” or “COVER”.
* Covers will be able to support twice the weight of employees, equipment, and materials that might cross them.

**Guardrail Systems**

Guardrail systems will be erected at unprotected edges, ramps, runways, or holes where it is determined by ***(Insert name)*** that erecting such systems will not cause an increased hazard to employees. The following specifications will be followed in the erection of guardrail systems. Top rails will be:

* At least ¼ inch in diameter (steel or plastic banding is unacceptable)
* Flagged every six (6) feet or less with a high visibility material if wire rope is used
* Inspected by a competent person as frequently as necessary to ensure strength and stability
* Forty-two (42) inches (plus or minus three (3) inches) above the walking/working level
* Adjusted to accommodate the height of stilts if they are in use

Midrails, screens, mesh, intermediate vertical members, and solid panels will be erected in accordance with this program.

Gates or removable guardrail sections will be placed across openings of hoisting areas or holes when they are not in use to prevent access.

**Personal Fall Arrest Systems**

Personal fall arrest systems will be issued to and used by employees and may consist of anchorage, connectors, body harness, deceleration device, lifeline, or suitable combinations.

Personal fall arrest systems will:

* Limit the maximum arresting force to 1800 pounds
* Be rigged so an employee cannot free fall more than six (6) feet or contact any lower level
* Bring an employee to a complete stop and limit the maximum deceleration distance traveled to three and a half (3 ½) feet
* Be strong enough to withstand twice the potential impact energy of an employee free falling six (6) feet (or the free fall distance permitted by the system, whichever is less)
* Be inspected prior to each use for damage and deterioration
* Be removed from service if any damaged components are detected

All components of a fall arrest system will meet the specifications of this program and will be used in accordance with the manufacturer’s instructions.

The use of non-locking snap hooks is prohibited.

Dee-rings and locking snap hooks will:

* Have a minimum tensile strength of 5000 pounds
* Be proof tested to a minimum tensile load of 3600 pounds without cracking, breaking, or suffering permanent deformation.

Lifelines will be:

* Designed, installed, and used under the supervision of ***(Insert name)***
* Protected against cuts and abrasions
* Equipped with horizontal lifeline connection devices capable of locking in both directions on the lifeline when used on suspended scaffolds or similar work platforms that have horizontal lifelines that may become vertical lifelines.

Self-retracting lifelines and lanyards must have ropes and straps (webbing) made of synthetic fibers, and will:

* Sustain a minimum tensile load of 3600 pounds if they automatically limit free fall distance to two (2) feet or
* Sustain a minimum tensile load of 5000 pounds (includes rip stitch, tearing, and deforming lanyards)

Anchorages must support at least 5000 pounds per person attached and will be:

* Designed, installed, and used under the supervision of ***(Insert name)***
* Capable of supporting twice the weight expected to be imposed on it
* Independent of any anchorage used to support or suspend platforms

**Positioning device systems**

Body belt or body harness systems will be set up so that an employee can free fall no farther than two (2) feet, and will be secured to an anchorage capable of supporting twice the potential impact load or 3000 pounds, whichever is greater. Requirements for snaphooks, dee-rings, and other connectors are the same as detailed in this program*.*

**Safety monitoring systems**

In situations when no other fall protection has been implemented, ***(Insert name)*** will monitor the safety of employees in these work areas. They will be:

* Competent in the recognition of fall hazards
* Capable of warning workers of fall hazard dangers
* Operating on the same walking/working surfaces as the employees and able to see them
* Close enough to work operations to communicate orally with employees
* Free of other job duties that might distract them from the monitoring function

No employees other than those engaged in the work being performed under the safety monitoring system will be allowed in the area. All employees under a safety monitoring system are required to promptly comply with the fall hazard warnings of the competent person.

**Safety Net Systems**

* Safety net systems must be installed no more than 30 feet below the walking/working surface with sufficient clearance to prevent contact with the surface below and will be installed with sufficient vertical and horizontal distances.
* All nets will be inspected at least once a week for wear, damage, or deterioration and any defective nets will be removed from use and replaced with acceptable nets.
* When nets are used on bridges, the potential fall area from the walking/working surface will remain unobstructed.
* Objects that have fallen into safety nets will be removed as soon as possible and at least before the next working shift.

**Warning Line Systems**

Warning line systems consisting of supporting stanchions and ropes, wires, or chains will be erected around all sides of roof work areas.

* Lines will be flagged at no more than six (6) foot intervals with high-visibility materials.
* The lowest point of the line (including sag) will be between 34 and 39 inches from the walking/working surface.
* Stanchions of warning line systems will be capable of resisting at least 16 pounds of force.
* Ropes, wires, or chains must have a minimum tensile strength of 500 pounds.
* Warning line systems will be erected at least six (6) feet from the edge, except in areas where mechanical equipment is in use. When mechanical equipment is in use, warning line systems will be erected at least six (6) feet from the parallel edge, and at least ten (10) feet from the perpendicular edge.

**Protection from falling objects**

When guardrail systems are in use, the openings will be small enough to prevent potential passage of falling objects. The following procedures must be followed by all employees to prevent hazards associated with falling objects.

* No materials (except masonry and mortar) will be stored within four (4) feet of working edges.
* Excess debris will be removed regularly to keep work areas clear.
* During roofing work, materials and equipment will be stored no less than six (6) feet from the roof edge unless guardrails are erected at the edge.
* Stacked materials must be stable and self-supporting.
* Canopies will be strong enough to prevent penetration by falling objects.
* Toe boards erected along the edges of overhead walking/working surfaces will be:
* Capable of withstanding a force of at least 50 pounds
* Solid with a minimum of three and a half (3 ½) inches tall and no more than one quarter (1/4) inch clearance above the walking/working surface
* Equipment will not be piled higher than the toeboard unless sufficient paneling or screening has been erected above the toe board

**Changes to the plan**

Any changes to the fall protection program will be approved by ***(Insert name)*** and will be reviewed by a qualified person as the job progresses to determine additional practices, procedures or training needs necessary to prevent fall injuries. Affected employees will be notified of all procedure changes and trained if necessary. A copy of this plan will be maintained at the jobsite.

**Glossary**

**Anchorage**: a secure point of attachment for lifelines, lanyards, or deceleration devices.

**Body belt**: a strap with means both for securing it about the waist and for attaching it to a lanyard, lifeline, or deceleration device.

**Body harness**: straps that may be secured about the person in a manner that distributes the fall-arrest forces over at least the thighs, pelvis, waist, chest, and shoulders with a means for attaching the harness to other components of a personal fall arrest system.

**Connector:** A device that is used to couple (connect) parts of a personal fall arrest system or positioning device system together.

**Controlled access zone**: a work area designated and clearly marked in which certain types of work (such as overhand bricklaying) may take place without the use of conventional fall protection systems (guardrail, personal arrest, or safety net) to protect the employees working in the zone.

**Deceleration device**: any mechanism, such as a rope, grab, ripstitch lanyard, specially-woven lanyard, tearing lanyard, deforming lanyard, or automatic self-retracting lifeline/lanyard, which serves to dissipate a substantial amount of energy during a fall arrest, or otherwise limits the energy imposed on an employee during fall arrest.

**Deceleration distance**: the additional vertical distance a falling person travels, excluding lifeline elongation and free fall distance, before stopping, from the point at which a deceleration device begins to operate.

**Guardrail system**: a barrier erected to prevent employees from falling to lower levels.

**Hole**: a void or gap two (2) inches (5.1 centimeters) or more in the least dimension in a floor, roof, or other walking/working surface.

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

**Leading edge**: the edge of a floor, roof, or formwork for a floor or other walking/working surface (such as a deck) which changes location as additional floor, roof, decking, or formwork sections are placed, formed, or constructed.

**Lifeline:** a component consisting of a flexible line for connection to an anchorage at one end to hang vertically (vertical lifeline), or for connection to anchorages at both ends to stretch horizontally (horizontal lifeline), that serves as a means for connecting other components of a personal fall arrest system to an anchorage.

**Opening**: a gap or void 30 inches (76 centimeters) or higher and 18 inches (46 centimeters) or wider, in a wall or partition through which employees can fall to a lower level.

**Personal fall arrest system**: a system including but not limited to an anchorage, connectors, and a body harness used to arrest an employee in a fall from a working level.

**Positioning device system**: 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 backwards.

**Rope grab**: a deceleration device that travels on a lifeline and automatically, by friction, engages the lifeline and locks to arrest a fall.

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

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

**Snaphook**: a connector consisting of a hook-shaped member with a normally closed keeper, or a similar arrangement, which may be opened to permit the hook to receive an object and, when released automatically, closes to retain the object.

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

**Toeboard**: a low protective barrier that prevents material and equipment from falling to lower levels and which protects personnel from falling.

**Unprotected sides and edges**: 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 meter) high.

**Walking/working surface**: 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. Does not include ladders, vehicles, or trailers on which employees must be located to perform their work duties.

**Warning line system**: 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.

### *Insert company name*

### Fall protection program training acknowledgement

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have received training on the proper assessment, selection, and use of fall protection devices and procedures. I have asked and received clarification on all questions regarding this program. I understand that my failure to follow the requirements outlined in this program may result in disciplinary actions, up to, and including, termination

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Employee signature Date

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Supervisor’s signature Date