

INSTRUCTIONS

Completion of a written fall protection work plan by EWU supervisors on campus facilities must be performed when a fall hazard of 10 feet or greater exists. In accordance with Department of Labor and Industries, WISHA Regulations, and *Washington Administrative Code (WAC) 296-155-24605; General requirements (fall protection)*. **Each plan must be specific for each work site.**

THIS WORK PLAN WILL BE AVAILABLE ON THE JOB SITE FOR INSPECTION

Fall protection work plan forms must be filled out for each project where EWU employees are exposed to a fall hazards for work duties. When a Fall Protection Work Plan is complete, notify the Facilities Maintenance Manager and EH&S department prior to elevated work practices.

1. FILL OUT THE SPECIFIC JOB INFORMATION.

Building Name: _____ Date: _____
 Job Description: _____
 Department Supervisor: _____

2. FALL HAZARDS IN THE WORK AREA

INCLUDE LOCATIONS AND DIMENSIONS FOR HAZARDS

Elevator shaft:	Stairwell:
Leading edge:	Window opening:
Outside static line:	Roof eave height:
Perimeter edge:	Roof perimeter dimensions:
Form or masonry work:	Rebar or impalement hazard:

Other fall hazards in the work area. Use extra sheets if necessary:

3. METHOD OF FALL ARREST OR FALL RESTRAINT

(For fall protection equipment include details such as date of service, manufacturer, etc.)

Full body harness:	Body belt (Restraint only):
Lanyard:	Dropline:
Lifeline:	Restraint line:
Horizontal lifeline:	Rope grab:
Deceleration device:	Shock absorbing lanyard:
Self-Retracting Lifelines (SRLs)	Positioning Devices (list all):
Locking snap hooks:	Safety nets:
Guard rails:	Anchorage points:
Catch platform:	Scaffolding platform:
Safety monitor:	Name of monitor, if used:

Other:

4. ASSEMBLY, MAINTENANCE, INSPECTION, DISASSEMBLY PROCEDURE

Assembly and disassembly of all equipment will be done according to manufacturers' recommended procedures. (Include copies of manufacturer's data for each specific type of equipment used.)

Specific types of fall protection equipment on the job are:

A visual inspection of all safety equipment will be done daily or before each use, as stated in the EH&S Fall Protection and Restraint procedure. Any defective equipment will require supervisor notification and be tagged for removal of use immediately. Recommendations for maintenance and inspection will be followed according to the manufacturer's specifications.

5. HANDLING, STORAGE & SECURING OF TOOLS AND MATERIAL

Toe boards shall be installed on all scaffolding to prevent tools and equipment from falling from scaffolding. Toe boards (at least 4 inches in height) will be installed along the edge of scaffolding and walking surfaces for a distance sufficient to protect employees below. Where tools, equipment or materials are piled higher than the top of the toe board, paneling or screening will be erected to protect employees below.

Other specific handling, storage and securing is as follows:

6. OVERHEAD PROTECTION

Hard hats are required on all job sites with the exception of those that have no exposure to overhead hazards. Warning signs will be posted to existing hazards whenever they are present. In some cases, debris nets may be used if a condition warrants additional protection.

Additional overhead protection will include:

7. INJURED WORKER REMOVAL

Normal first aid procedures should be performed as the situation arises. If the area is safe for entry and the employee has only suffered minor injuries then they should be removed from the area and treated by Emergency Personnel. If the injury is thought to be serious or the employee is unconscious the injured employee will not be moved unless their life is in imminent danger.

Emergency rescue personnel will be contacted for all other removals.

Initiate Emergency Services – Dial 911 and call EH&S at (509) 559-2031

Building location: _____
Room location: _____
Other: _____ Location: _____

Rescue considerations. When personal fall arrest systems are used, the employer must assure that employees can be promptly rescued or can rescue themselves should a fall occur. The availability of rescue personnel, ladders, or other rescue equipment should be evaluated. In some situations, equipment that allows employees to rescue themselves after the fall has been arrested may be desirable, such as devices that have descent capability.

8. SITE SECURITY

It is important to secure your site. No unauthorized staff or students are allowed beneath your work area. Keep people out through barriers and signage, or a safety monitor if assigned to the work area.

9. TRAINING AND INSTRUCTION PROGRAM

All new employees will be given instructions on the proper use of fall protection devices before they begin work. They will sign a form stating they have been given this information. This form becomes part of the employee's work training file.

Written fall protection work plans will be reviewed before work begins on the job site. Those employees attending will sign below. The fall protection equipment use will be reviewed regularly for a job condition change or change in project.

Have employees assigned to this fall protection work plan acknowledge their understanding of the hazards present, co-workers present for work, and the care, protection, and use of equipment present:

Date: _____

Print:

Sign:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Supervisor: _____

Prior to permitting employees into areas where fall hazards exist, all employees must be trained regarding fall protection work plan requirements. Inspection of fall protection devices/systems must be made to ensure compliance with *WAC 296-155-24605*; **General requirements (fall protection)**.