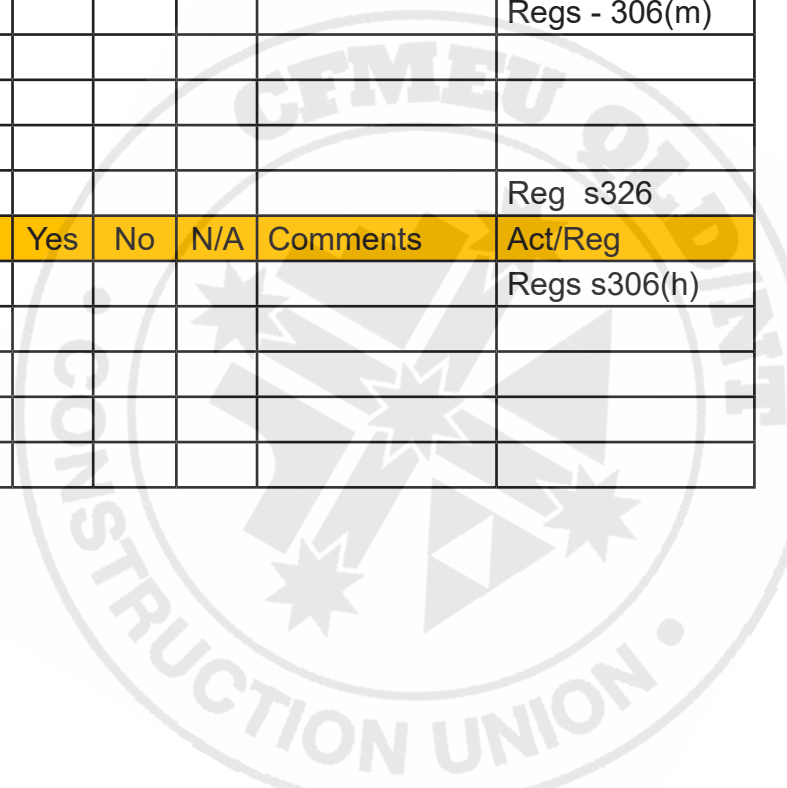


## FALLS FROM HEIGHTS CHECKLIST

1. Documentation		Yes	No	N/A	Comments	Act/Reg
1.1	Construction Safety Plan (SCP) has been prepared and is readily available?					Reg - 309, 310
1.2	CSP adequately addresses relevant risks on site, including how control measures will be monitored & reviewed?					Reg - 309
1.3	Work Method Statement (WMS) has been prepared for high risk construction activity before starting work and is readily available?					Reg - 298, 308
1.4	Workers are aware of the contents of the WMS and control measures to be used?					
1.5	WMS addresses relevant risks and the control measures to be used?					
1.6	Does the site specific induction include work at heights issues?					
1.7	WMS is current and includes monitoring and reviewing controls?					
2. Roof edge protection		Yes	No	N/A	Comments	Act/Reg
2.1	Control measures are in place for workers installing / altering /removing edge protection?					Reg - s315b-315m
2.2	Engineering certification and method of connection available?					
2.3	Installed in accordance with manufacturer/engineers' instructions?					
2.4	Able to withstand forces of person falling against it?					
2.5	Top rail fitted to 900mm high?					Reg - s315b-315m
2.6	Lower rails and mesh fitted where required?					Reg - s315b-315m
2.7	Appropriate controls implemented when the slope of the surface is over 26°?					Reg - s315b-315m

3. Scaffold and Work Platforms		Yes	No	N/A	Comments	Act/Reg
3.1	Fall protection control measures in place for persons installing/altering/removing?					Reg - s330-332
3.2	Erected in accordance with scaffold plan /designers/manufacturers' instructions?					Scaffolding COP 2009
3.3	If scaffold is over 4m appropriate licence is held?					
3.4	Appropriate exclusion zone maintained from electrical power lines (COP for working near exposed live parts)?					
3.5	Systems are being properly maintained?					
3.6	Scaffold plans and handover certificates have been provided?					
4. Work Platforms on trestle ladders		Yes	No	N/A	Comments	Act/Reg
4.1	Are trestle ladder systems secured to prevent movement?					Regs - s306(o)
4.2	Is edge protection in place where required?					
4.3	Is there a minimum 2 planks wide where required?					
4.4	Is the platform higher than 5m?					
5. Ladders		Yes	No	N/A	Comments	Act/Reg
5.1	Does the ladder have a load rating of at least 120kg?					Regs - 306(m)
5.2	Is it marked for industrial use?					
5.3	Is being used only for the purpose for which it was designed?					
5.4	Is not being used to support a weight greater than that for which it was designed?					
5.5	Ladder has been secured appropriately					Reg s326
6. Fall arrest platforms		Yes	No	N/A	Comments	Act/Reg
6.1	Able to withstand force of a person falling on to it?					Regs s306(h)
6.2	Minimum 675mm wide (3 planks)?					
6.3	Within 1 m below edge of roof (less than 260 pitch)?					
6.4	Within 300mm below roof edge (more than 260)?					
6.5	Is edge protection erected around platform and is it at an appropriate height?					



7. Travel Restraint Systems						
7.1	Installed by competent person?					Regs - s306(g)
7.2	Anchor points have adequate capacity?					
7.3	All persons using the system have been trained in the safe use?					
7.4	System is inspected by competent person every six months and written records kept?					
7.5	Are all of the system components compatible?					
8. Fall arrest systems		Yes	No	N/A	Comments	Act/Reg
8.1	Anchor point has adequate capacity and is engineer designed or inspected and approved by competent person before its use?					Regs - s306(i)
8.2	Installed, used and maintained according to manufacturers /engineers instructions?					
8.3	Is an energy absorber used?					
8.4	Is there an adequate free fall distance available and is it clear of any obstructions?					
8.5	Everyone using the system has been trained in the safe use?					
8.6	Written rescue procedures for retrieval are available?					
8.7	Inspected by competent person every six months and written records kept					
9. Stair void protection		Yes	No	N/A	Comments	Act/Reg
9.1	Edge protection (see requirements for roof edge protection)					Regs - s306(e)
9.2	Full protection cover:					Regs - s306(f)
	• can withstand force of a person falling onto it?					
	• secured in place to prevent movement?					
9.3	Proprietary systems engineer designed					
	• installed in accordance with manufacturers' instructions?					
9.4	Has the system been signed off and is there a handover certificate?					
10. Industrial Safety Net		Yes	No	N/A	Comments	Act/Reg
10.1	Has the net been designed by engineer or competent person?					Regs - s306(j)
10.2	Is the material designed to minimise injury and absorb energy?					
10.3	Installed close below work surface and adequate distance above ground and other object, in accordance with instructions?					
10.4	Where required has the net been installed by a basic rigger / scaffolder?					
10.5	Has the net been inspected and maintained in accordance with the manufacturer's requirements?					

11. Excavation Falls Protection						
11.1	Appropriate measures in place to prevent people falling into an excavation				Regs - 305 / 305a	
11.2	Measures in place to exclude other people from accessing exposed open trenches and excavations				Regs - s306	
11.3	Are there controls in place for deep excavations?				Regs - s306	
11.4	Where required have ladders been provided every 9m?				Regs - s305(b)	
12. Formwork		Yes	No	N/A	Comments	Act/Reg
12.1	Has safe access and egress been provided to the working deck?					Regs - s40 Act - s19
12.2	Have appropriate control measures been implemented for internal falls eg: appropriate spacing for joists?					Formwork COP 2006
12.3	Have appropriate control measures been implemented for external falls eg: scaffolding for edge protection?					Regs - s315(b)-315(m) - Managing the risks of falls at work COP 2011
12.4	Have appropriate controls been implemented for leading edge and set back at an appropriate distance?					Regs - s78-80 - Scaffold COP 2006 - Managing the risks of falls at work COP 2011
12.5	Have appropriate controls been implemented around lift shafts and stairwell voids?					
12.6	Have appropriate work platforms been provided for working on wall forms / column shutters / blade walls etc?					

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