

Fall Arrest & Protection Policies

PURPOSE

The purpose of the Millard's Fall Protection Program is to prevent work related injuries resulting from elevated falls.

OBJECTIVES

The local management and safety committee's objective is to understand the fall exposures, ensure employee training is provided, limit the number of employees exposed to fall hazards and implement disciplinary actions for violating fall protection policies.

Elevated work must be performed from time to time and when there is no way to eliminate/control the fall exposure by providing physical barriers. Then you must control the fall through the use of a personal fall arrest systems that includes a full body harness, lanyard and anchor points. The use of a personal fall arrest system is the last line of defense and should only be used when physical barriers can't be applied.

RESPONSIBILITY

Management/Safety committee – Is responsible for understanding fall exposures, enforcing policies, ensuring employees are properly trained and training is documented. Responsible for limiting the number of employees exposed to fall hazards and to elect trainers (competent person) to conduct the training.

Supervision – Is responsible for identifying employees to receive training and to ensure training has been provided. Responsible for policy enforcement and for reporting uncontrolled fall exposures to management.

Employees – are responsible for possessing the knowledge to execute of the fall protection policies, able to properly don and doff personal fall arrest equipment, able to identify fall exposures and take appropriate measures to eliminate/control the hazard. Required to report any uncontrolled exposure to their supervisor and must actively participate in all fall protection safety training.

TRAINING AND DOCUMENTATION

Trainers – Selection of the trainers will be based on the individual's experience with the particular topic they will be training. The trainer (competent person) must be able to conduct detailed training using the safety bulletins listed below and any manufacturer's brochures.

Training – Employee training must be conducted initially, annually and when an individual has violated our fall protection policy. Each trainee must be trained with the material provided in this program and with the manufacturer's instructions and/or informational brochures.

Personal Fall Arrest System Training: This training must include the exposed persons in engineering, maintenance, inventory control, sanitation, Order (cherry) Picker operators and any other person that is required to utilize personal fall arrest systems.

Safety Bulletin # 02- Fall Protection General: This training must include the exposed persons in the engineering and maintenance department.

Safety Bulletin # 03- Ladder Safety: This training must include the exposed persons in the engineering and maintenance department.

Safety Bulletin # 14- Guarding Fall Hazards: This training must include the exposed persons in the engineering and maintenance department.

Safety Bulletin # 15- Scissor lift Safety: This training must include the exposed persons in the engineering and maintenance department.

Documentation

- 1) Personal Fall Arrest System Training Documentation - All exposed employees must sign this training form. The trainee must sign a new form after each training session. All completed test must be kept on site and a score of seventy five percent or greater is passing.
- 2) General Fall Protection Training Document - The exposed engineering and maintenance staff must sign this training form. The trainee must sign a new form after each training session.

Record keeping

A training file that incorporates all persons receiving fall protection training must be maintained. This file must be in alphabetical order and readily available for review.

Fall Protection Requirements When Using Equipment For Elevated Work

Order (Cherry) Pickers

- Workers must wear a full body harness with a 6' lanyard or retractable lanyard connecting the body harness to the anchor point
- Approved anchor points must be used
- Work platform must be flat/smooth surface (don't use gapped pallets)
- Where possible a cage with an approved railing protection should be used and the cage must be secured to the order picker.

Scissor lift

- No personal fall arrest system is required if 100% of the railing system is in place and the employee works from the working surface.
- Whenever a worker leaves the working surface then the workers must wear a full body harness with a 6' lanyard or retractable lanyard connecting the body harness to the anchor point
- Approved anchor points must be used when personal fall arrest system deployed

Genie – Up Lift

- Workers must wear a full body harness with a 6' lanyard or retractable lanyard connecting the body harness to the anchor point
- Approved anchor points must be used

Cage on a forklift

- Cage with approved railings must be securely attached to the forklift
- Workers must wear a full body harness with a 6' shock absorbing lanyard or retractable lanyard connecting the body harness to the anchor point
- Approved anchor points must be used
- Two workers must be present during this operation – one person in the cage and a forklift operator

Articulating boom lift

- Workers must wear a full body harness with a 6' shock absorbing lanyard or retractable lanyard connecting the body harness to the anchor point
- Approved anchor points must be used

Rescue procedures for persons in Personal Fall Arrest Systems

The key issues of a rescue procedure for fallen workers.

1. Emergency situation
2. Communication
3. Internal rescue
4. Off-site rescue teams
5. Trained personnel

1. Emergency situation: A rescue team must be developed to assist fallen workers that are **not injured**. The team will use mechanical means (scissors lifts, man baskets) when every possible. When mechanical are not available then ladders will be used.
2. Communication: The internal communication during a situation is via in-house phone system, PA systems, two way radios, or cell phone. Vital and explicit information must be communicated to the general manager pertaining to the physical condition of the fallen worker. Location of fall, is the worker responsive, complaining of pain, can the rescue be conducted in-house or is outside assistance required, etc.

External communication: The general manager or designee will make the call if outside assistance is required. Call the emergency unit required – most city fire departments have a rescue team and are trained in medical procedures. Calling 911 is not always necessary.
3. Internal rescue: or a self-rescue is the preferred method of rescuing fallen workers. An internal rescue can be accomplished by following several simple guideline options.
 - a) Do Not Panic! The full body harness allows you a longer response time.
 - b) If the fallen worker is not responsive or is complaining of sever pain, then the general manager or designee must call for outside assistance to conduct the rescue.
 - c) Turn off all electrical power in the area, if applicable.
 - d) Position the scissor lift or man-basket under the fallen worker. Elevate slowly to extract the fallen worker and then assist the worker as needed.
 - e) A properly placed ladder can be used to assist the fallen worker.

Internal rescues can be conducted safely with little or no additional hazardous exposure to the

rescuer or to the fallen worker.

4. Outside rescue assistance: If internal rescue is not an option, then outside rescue assistance must be summoned immediately. The General manager or designee must provide explicit and accurate information pertaining to the physical condition of the fallen worker. Is the worker responsive, complaining of sever pain, etc. – Stay on the line and answer the questions from the dispatcher. **Important**: have a worker meet the rescue unit to direct them to the specific location within the building.

5. Trained personnel: the selected few workers that are willing to assist in the internal rescue efforts will need to receive training on ladder safety, man lifts safety, fall protection policies and lockout procedures.

Facility Rescue Team Members and Shift:

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If any one has any questions pertaining to fall protection or personal fall arrest systems please contact the Corporate Risk Management Dept. @ 402-896-6600