**SAMPLE**

**Elevated Fall Prevention Program**

**Purpose**

ABC Trucking is committed to providing a safe and healthy work environment and to protecting employees by reducing the risk of injury or fatality when working at heights four feet or more above ground level. ABC Trucking believes that falls can be prevented by proper planning, providing the right fall protection equipment and training all workers to use the equipment safely.

**Scope**

This Elevated Fall Prevention Program applies to all ABC Trucking employees and contractors. All employees are required to follow the minimum procedures outlined in this program. Any deviations from this program must be immediately brought to the attention of the management team.

**Program Responsibilities**

**Management.** ABC Trucking is responsible for providing the tools and resources necessary to implement this program and for ensuring that the provisions in this program are being followed by the Program Administrator.

**Program Administrator**. The Program Administrator is responsible for:

* Ensuring each department or functional area has a copy of the program
* Scheduling employee training and ensuring new hires are properly trained on the program
* Identifying and providing the necessary personal fall protection methods, or equipment for working in fall hazard situations
* Stopping any unsafe work practice that is not in accordance with this program
* Periodically reviewing the program and updating it as needed to ensure compliance with all applicable federal and state regulations

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| ***Check Your Understanding.*** Four feet above the ground is widely understood among general industry employers as the “trigger height” that requires you to take action to protect your employees from falls, but there are some exceptions. Working above or adjacent to dangerous equipment requires action to protect employees from falls onto that equipment, regardless of height. |

**Supervisors.** Supervisors are responsible for:

* Ensuring assigned employees are properly trained on the Elevated Fall Prevention Program
* Fulfilling the role of competent person, as defined by OSHA, or assigning an appropriate person to be the competent person for the crew
* Identifying and correcting any unsafe acts or conditions immediately

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| ***Check Your Understanding.*** OSHA defines a competent person as someone who:  1. Is capable of identifying existing and predictable hazards in the surroundings or identifying working conditions which are hazardous or dangerous to employees  2. Has authorization to take prompt corrective measures to eliminate them or stop the work |

**Employees.**  Every ABC Trucking employee is responsible for conducting himself/herself in accordance with this program. All employees will:

* Attend assigned training
* Understand and follow all procedures in this program
* Wear the appropriate fall protection equipment when directed
* Properly use, care for and inspect assigned fall protection equipment
* Report any unsafe conditions to a supervisor

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| ***Check Your Understanding.*** Roofing and carpentry workers encounter serious hazards on a regular basis. Falls from heights comprise a significant portion of their injuries and costs. The average cost of a fall from elevation by roofers and carpenters is approximately twice that of all other occupational classifications. |

**Procedures**

**General**

All employees will be protected from falling when working on a surface that has an unprotected side, edge, etc. 4 feet or more above an adjacent lower level; when working from aerial lifts or other elevated work platforms; and when working above dangerous equipment.

Fall hazards will be evaluated by the Program Administrator to determine the best method to protect the employee. When selecting what type of fall protection to use, the Program Administrator will consider the hierarchy of hazard control, which organizes risk control techniques from most- to least-effective (examples are show below in order of decreasing effectiveness and preference).

1. Elimination of the fall hazard by bringing the work down to safe ground level.
2. Passive fall protection systems, such as guard rails, that do not require active participation by the worker
3. Fall restraint that prevents a person from reaching a fall hazard
4. Fall arrest that utilizes equipment to stop a fall after it occurs
5. Administrative controls such as work practices or procedures to signal or warn a worker to avoid approaching a potential fall hazard

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| ***Check Your Understanding.*** According toOSHA’s Hierarchy of Fall Protection Controls, **elimination** is the best way to control a hazard. An example of eliminating a hazard would be to complete work at ground level instead of working at heights. The next best option is to utilize a passive fall protection system, such as guardrails. Passive systems do not require special equipment or active participation from the worker. |

**Fall Hazard Evaluation**

The Program Administrator will assess each assigned job task and area for potential fall hazards. This evaluation will document (**Appendix A**) the required steps for protecting employees from the identified fall hazards. A list of fall hazard locations and protective measures/procedures will be maintained in the Program Administrator’s office.

**Fall Hazards**

Aerial Lifts and Self-Powered Work Platforms -Body harnesses must be worn with a lanyard, not to exceed 3 feet in length, or a self-retracting lifeline when working from all elevated mobile work platforms. The point of attachment must be the anchor point installed and designated by the equipment manufacturer. Personnel will not attach lanyards to adjacent poles, structures or equipment while they are working from the aerial lift. Personnel will not move an aerial lift while the boom is in an elevated working position and the operator is inside the lift platform. Scissor lifts and telescoping lifts that can only move vertically do not require the use of a harness and lanyard as long as the work platform is protected by a proper guardrail system.

Body Harness

* A full body harness is required. The use of body belts is prohibited.
* The only attachment point allowed on the body harness is the center D-ring on the harness back.
* Employees must always tie off at or above the D ring of the harness except when using lanyards 3 feet or less in length.
* Fall protection equipment will never be load tested.

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| ***Check Your Understanding.*** A *warning line system* is a barrier erected on a roof to warn workers that they are approaching an unprotected roof side or edge, and to designate an area in which roofing work may take place without the use of guardrails, body harnesses or safety net systems to protect workers in the area.  A *controlled access zone* is an area designated and clearly marked in which leading edge work may take place without the use of conventional fall protection systems. Worker access to these areas must be carefully controlled. |

**Ladders**

All ladders used by ABC Trucking employees or contractors will meet the following requirements:

* Rated greater than the weight of the worker and any tools or equipment carried by the worker
* Appropriate ladder style for the job (i.e. step ladders will not be used in a folded position, step ladders will be tall enough to perform work without standing on the top step, extension ladders will extend a minimum of three feet above the discharge point, etc.)
* Inspected prior to each use
* Metal ladders will not be used near electrical lines or sources
* All safety feet must be in place, secure and in sound condition

Ladders must be set up on a surface that is firm, flat and is not slippery. The top of extension ladders must be against a solid, fixed surface and extend at least three feet above the landing surface. Extension ladders will be set up using the 4-to-1 principal (base of the ladder placed at a distance from the wall that is equal to one fourth of the height that the ladder is extended). When employees are on extension ladders at heights of 20 feet or higher, either a second person must steady the ladder base or the top of the ladder must be effectively tied off to a sound anchor point.

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| ***Check Your Understanding.*** Ladders are rated according to the maximum weight they can safely support. The five rating classes are shown in the table below. Keep in mind that these ratings are for the combined weight of the user **and** any materials carried.  Type Rating Description  1AA 375 lbs. Extra-heavy-duty industrial ladder  1A 300 lbs. Heavy-duty industrial ladder  1 250 lbs. Heavy-duty industrial ladder  2 225 lbs. Medium-duty commercial ladder  3 200 lbs. Light-duty household ladder |

**Periodic Program Review**

At least annually, the Program Administrator will conduct a review to assess the plan’s effectiveness. The review will consider the following:

* Injury trends and general safety observations
* Lessons learned from accidents and near misses
* Changes in operations or equipment
* New technology
* Regulatory changes

ABC Trucking will maintain Elevated Fall Prevention Program training records for three years. All program records will be kept by the Program Administrator.

**Fall Protection Checklist**

**Work performed** Indoors Outdoors

**Work surface elevation (feet)** \_\_\_\_\_\_

**Fall hazards present:**

* Unprotected sides or edges
* Leading edges
* Holes
* Excavations
* Ramp, runways and other walkways
* Dangerous equipment
* Wall openings
* Other

**Type of surface \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Frequency of task \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Task requires** Vertical movement Horizontal movement

**Number of workers exposed to a fall hazard \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Protection systems used:**

* Guardrail systems
* Covers
* Safety net systems
* Personal fall arrest systems
* Positioning device systems
* Warning lines
* Safety monitor

**Can the fall hazard be eliminated or prevented by:**

1. Process change? Yes No
2. Working in a guarded area, utilizing guardrails or gates? Yes No
3. Using a fall restraint system? Yes No

**If “no” to all of these questions, a pre-engineered fall arrest system may be required**

**Ladder Inspection**

The condition of the ladder should be inspected prior to each use.

**Ladder Condition**

* This is the proper ladder type for the job
* No cracks in rungs or sides of ladder
* No loose rungs
* No slippery contaminants on rungs or side rails
* Connection hardware is in good condition
* No broken locks or pulleys
* No damage to ladder feet/base
* No frayed or warn ropes
* Frame is not bent, warped or uneven

**Ladder Setup**

Extension Ladders

* Firm, level ground
* Firm/proper top resting point
* Top extends at least four rungs above resting point if accessing roof
* Level ladder legs
* No electrical hazards
* No horizontal forces
* Rung locking devices secure
* Area cordoned off (if necessary)
* If 20 or more feet high, secure top of ladder or have a second person stabilize the base

Step Ladders

* Firm, level ground
* Reaches proper height
* No electrical hazards
* No horizontal forces required
* Work zone barricaded (if necessary)

**Annual Program Evaluation Report**

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| Date of Evaluation: | Evaluated By (list all present): |
| Written Program Reviewed: Yes No | |
| Do injury records indicate a need for additional employee training on the elevated fall prevention program? Yes No | |
| Have any jobs, processes or areas produced a high incidence of fall incidents or near misses? Yes No  If yes, list: | |
| Is there any record of failure to correct reported fall hazards in a timely manner?  If yes, what corrective action is needed? | |
| The following content was added/modified/removed from the written program: | |
| Comments: | |

**Training Record - Elevated Fall Prevention Program**

The following individuals received training on ABC Trucking Elevated Fall Prevention Program.

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| **Print Name** | **Sign Name** |
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The undersigned conducted training in accordance with Jung Trucking’s Elevated Fall Prevention Program.

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| Print Instructor’s Name |  |
| Instructor’s Signature |  |
| Instructor’s Title |  |
| Date of Training |  |