



Working at Height Guide

Purpose

Guidance and good practice examples to support the **Working At Height** manual section.

The examples given do not necessarily fully meet the requirement, but indicate how some Businesses have implemented it. Please check that anything you take from this Guide:

1. Meets local regulatory requirements
2. Is appropriate for your location and activity

Who is this for?

- **Managers**
- Personnel who:
 - gain access to and work at height;
 - design, construct, put in place and/or inspect structures and equipment to facilitate work at height;
 - inspect, maintain or repair **Fall Protection Equipment**; and
 - plan or are involved in **Emergency Response**

What situations are/are not covered?

This guidance applies to:

- work at height from which workers can fall 6 feet or 1.8 metres or more from where they stand or sit to perform work, this includes potential falls to lower levels;
- gaining access to the work at height; and
- Employees and **Contractors**.

This guidance does not apply to:

- buildings having facilities that are designed to take into account Working At Height, for example stairways and walkways with handrails.

The following special situations of Working At Height are handled differently:

- Helicopter access work, rope access work, or steeplejack work is done by specialists who have specific skills, Procedures, equipment and rescue plans to manage the **Risk** of Working At Height.
- The movement of people between marine vessels or between marine vessels and facilities present some unique and variable situations. For such operations, consult the Regional Marine Manager for help in developing and implementing control measures to manage the Risk of Working At Height.

1. Determine whether the work can be done in a way that better controls the Risk of a fall by applying the following **Hierarchy Of Controls**. Beginning with the first Control, assess each in turn to select a Control that is reasonably practicable for the task:

First: Eliminate the work at height.

Second: Work from a permanent work platform with guardrails and toe boards.

Third: Work from a temporary work platform (scaffold) or mobile work platform with guardrails. Consider the **Hazards** of installing, operating or maintaining the work platform when deciding whether it is reasonably practicable.

Fourth: Use personal fall-protection equipment.

Examples of good practice:

- [Downstream Manufacturing Deer Park – Health and Safety Order S-101 – Working at Heights](#)
- [Work at Height Regulations 2005 SI 2005/735](#) The Stationery Office 2005 as amended by the [Work at Height \(Amendment\) Regulations 2007 SI 2007/114](#) The Stationery Office 2007

2. Assure the competence of personnel responsible for the following work:

- inspect fall protection equipment;
- use of fall protection equipment; and
- construct, put in place, or inspect temporary work platforms.

Examples of good practice:

- [Rijswijk HSSE & SP Control Framework Personal Safety Working at Height - Competency and Requirements](#)
- [Downstream Lubricants HSSE North America management system management system HSSE cases 2005 revision working at height h05-hcs](#)

3. Build, operate, inspect and maintain scaffolds, mobile work platforms and equipment for lifting people (e.g. winches, basket transfer equipment) in line with **Internationally Recognised Standards**.

3.1. Whenever possible, build ladders within the structure of multilevel scaffolds to minimise the potential fall distance.

3.2. When it is not possible to build a ladder within the scaffold, and the potential fall distance is greater than 20 feet or 6.1 metres, use a ladder-climbing device such as

an inertia reel fall arrestor.

Examples of good practice:

- [ANSI/ASSE Z359, "Fall Protection Code"](#)
- [ASME/ANSI B30, ANSI/ASSE A10.4-2004, "Safety Requirements for Personnel Hoists and Employee Elevators"](#)
- [US OSHA 29 CFR 1926, "Safety and Health Regulations for Construction"](#)
- [Rijswijk Construct, Certify, Use and Dismantle of Scaffolds Procedure](#)
- [Downstream Manufacturing Deer Park M122 Construction of Scaffolding](#)

4. Chain or rope ladders are prohibited unless all other means of accessing the work area have been considered and are not possible.

4.1. If a chain or rope ladder is used, also use an inertia reel fall arrestor.

Examples of good practice:

- [California OSHA example for Chain and Cable Ladder Specification](#)

5. A competent person must also do a periodic inspection in line with the manufacturer's recommendations.

5.1. Fall protection equipment and ladders that fail inspection must not be used.

Examples of good practice:

- [Rijswijk Traditional Scaffolding Inspection Checklist](#)
- [Rijswijk Instruction: Identification, Inspection and Use of Fall Protection Equipment](#)

6. Tie off 100% of the time when wearing personal fall protection equipment.

6.1. Tie off includes moving to and from the work height, and when working within 6 feet or 1.8 metres of a roof edge or work platform without a guardrail.

6.2. Visually inspect Fall Protection Equipment before each use. Tie off personal fall protection equipment to a stable and acceptable tie off point, using a fit-for-purpose harness and lanyard.

6.2.1. Local procedures or instructions must describe stable and acceptable tie off points and how this information will be communicated to workers who need to know.

6.3. The following fall protection requirements apply to the use of ladders:

- Visually inspect ladders before each use
- Fall protection is not needed when climbing up or down ladders less than 20 feet or 6.1 metres, using three points of contact.
- Use a ladder climbing safety device, such as an inertial reel fall arrestor, when climbing up or down uncaged ladders 20 feet or 6.1 metres or longer.

Examples of good practice:

- [OSHA Tie off letter](#)
- [Tie off study by Purdue University](#)

7. Determine the method(s) that will be used to rescue people who have fallen, are suspended in a harness and could develop suspension trauma.

Examples of good practice:

- [OSHA's Suspension Trauma/Orthostatic Intolerance](#)
- [Downstream Lubricant North America HSSE 042 Elevated Work, Fall Protection and Personal Fall Arrest System](#)

Additional helpful materials:

- Wisdom Pack reference material: [Working at Height & Scaffolding](#)

Appendix: Change Log

Date	Revisions	Editor	Version
Oct 1 st 2010		Edward Hawthorne	1