



Fall Protection and Rescue Plan Checklist

Purpose and Procedure:

This checklist is intended to be used as a supporting document of the Contractor Code of Practice (CCOP).

Work at heights (as defined by the Saskatchewan Occupational Health and Safety Legislation) on University of Saskatchewan property and/or projects must have a written Fall Protection and Rescue Plan prior to work commencing.

It is the responsibility of the Project Manager and/or Contract Authority to provide a copy of the Fall Protection and Rescue Plan Checklist to the Contractor/Service Provider that will be doing the work.

The Contractor/Service Provider will either (depending on type and location of work at heights):

1. Review the Rooftop Fall Risk Management Plans located in the Safety Office E64 of the University Services Building (110 Maintenance Road) and/or
2. Complete a Fall Protection and Rescue Plan and submit it to the Project Manager and/or Contract Authority for approval by Safety Resources at least 48 hours prior to work beginning.

Once approved, the Fall Protection and Rescue Plan must be posted prominently at the site.

Any shutdowns required must be done in accordance with the Shutdown Request Process and Form found on Facilities website (<http://facilities.usask.ca/>). Contact the Customer Service Centre at 306-966-4496 for more information.





Fall Protection and Rescue Plan - Due Diligence Checklist

		Complete and Included in Plan
1.	Description of the Fall Protection System (Guardrails, Fall Restraint, Fall Arrest, Control Zone)	<input type="checkbox"/>
2.	Description of the Fall Protection Environment (Roof top, Ladder, Scaffolding, etc.)	<input type="checkbox"/>
3.	Description of the access and egress to the work area	<input type="checkbox"/>
4.	Reviewed and accepted all requirements of Rooftop Fall Risk Management - binders	<input type="checkbox"/>
5.	Identification of all the other hazards in the work area	<input type="checkbox"/>
6.	Risk Assessments of the Identified Hazards	<input type="checkbox"/>
7.	Hazard Controls (Eliminate, Substitute, Engineering, Administrative or Personal Protective Equipment)	<input type="checkbox"/>
8.	Training Documentation of all workers who are involved with the work	<input type="checkbox"/>
9.	Records of the Fall Protection Equipment Pre-use Inspection	<input type="checkbox"/>
10.	Step by step procedures for rescue	<input type="checkbox"/>
11.	Training records of the rescue team	<input type="checkbox"/>
12.	Equipment required for rescue	<input type="checkbox"/>
13.	Documentation of third party rescue team (Certifications of the rescuers, procedures for rescue, rescue equipment), if applicable	<input type="checkbox"/>
14.	Description of the control zone, if required (falling objects, overhead work, etc.)	<input type="checkbox"/>





Fall Protection Plan

Date		Scope of Work	
Location			
Prepared By:		Approved By:	

Fall Protection System to be used: (Check which applies)

- | | | |
|--|--|--|
| <input type="checkbox"/> P.F.A. System | <input type="checkbox"/> Hole Covers | <input type="checkbox"/> Horizontal System |
| <input type="checkbox"/> Harness | <input type="checkbox"/> Barricade | <input type="checkbox"/> Vertical System |
| <input type="checkbox"/> Lanyard | <input type="checkbox"/> Caution Tape | <input type="checkbox"/> Safety Net System |
| <input type="checkbox"/> Retractable | <input type="checkbox"/> Danger Tape | <input type="checkbox"/> Controlled Access Zone |
| <input type="checkbox"/> Position Hook | <input type="checkbox"/> Guard Railing | <input type="checkbox"/> Safety Monitored System |

Anchor Point

Established

- Yes No

Rated for:

- One Man Use (5000lbs)
 Two Man Use (10,000lbs)

Explain how Fall Protection System will be used:

List personnel to conduct task:

NAME	SURNAME	COMPANY	SIGNATURE





Rescue Plan

Date		Scope of Work	
Location			
Contacts		Rescue Equipment	
Competent person name and contact information		<input type="checkbox"/> Ladder	Anchor point
		<input type="checkbox"/> Rescue rope	
		<input type="checkbox"/> Scaffold	Landing area
		<input type="checkbox"/> Aerial lift	
		<input type="checkbox"/> First Aid Kit	Obstructions
		<input type="checkbox"/> Other	
Rescuer			
Rescuer			
Method of contact	<input type="checkbox"/> PA	Location of equipment	Third party rescue – provide copy of agreement.
	<input type="checkbox"/> Verbal		
	<input type="checkbox"/> Radio channel	<input type="checkbox"/> Job site	
	_____	<input type="checkbox"/> Tool crib	
	<input type="checkbox"/> Phone number	<input type="checkbox"/> Other	

	<input type="checkbox"/> Other		
Use space below to write out details of the site specific rescue plan			





Emergency response and rescue plan information.

Workers working at heights with a harness as part of a fall arrest system shall include suspension or trauma straps as part of their fall protection equipment.

EMERGENCY PLANNING

1. Training

Train a designated crew to perform the rescue. This crew must know how to use the equipment that is available to them at the jobsite and where they can find it. They should review the rescue procedure every two weeks.

2. Emergency Response Plan

If a worker falls and suspended by a safety harness, implement the emergency response plan by following the steps below.

- The site supervisor (or alternate foreperson) takes control of the situation.
- The site supervisor sounds the emergency alarm—two long blasts from a horn. All workers in the immediate vicinity of the incident stop working. The site supervisor quickly evaluates the situation and identifies any further hazards that could arise.
- The site supervisor calls 911 to notify local police, fire, and ambulance if required.
- The site supervisor sends a designated worker to the site gate to meet the response team (police, medical, fire, etc.) and ensure that they have a safe access path to the accident scene.
- The site supervisor enables radio silence on the jobsite, except for crisis communications from emergency responders. These communications are conducted on a pre-selected "emergency only" radio channel.
- The site supervisor assembles the emergency rescue team at the accident site as quickly as possible to determine the best rescue procedure for the situation.

3. Rescue Procedure

A. ELEVATING WORK PLATFORM RESCUE

- Bring the EWP to the accident site and use it to reach the suspended worker.
- Ensure that rescue workers are wearing full-body harnesses attached to appropriate anchors in the EWP.
- Ensure that the EWP has the load capacity for both the rescuer(s) and the fallen worker. If the fallen worker is not conscious, two rescuers will probably be needed to safely handle the weight of the fallen worker.
- Position the EWP platform below the worker and disconnect the worker's lanyard when it is safe to do so. When the worker is safely on the EWP, reattach the lanyard to an appropriate anchor point on the EWP if possible.
- Lower the worker to a safe location and administer first aid. Treat the worker for suspension trauma and any other injury.
- Arrange transportation to hospital if required.

B. RESCUE FROM WORK AREA

- Ensure that rescuers are protected against falling.
- If possible, securely attach a second line to the fallen worker's harness to help rescuers pull the fallen worker to a safe area. You will need at least two strong workers to pull someone up to the level from which they fell.
- Take up any slack in the retrieving line to avoid slippage.
- Once the worker has been brought to a safe location, administer first aid and treat the person for suspension trauma and any other injury.
- Arrange transportation to hospital if required



C. BASKET RESCUE (D.E.P)

If a worker has fallen and is suspended in an inaccessible area, you may need to perform a basket rescue.

For basket rescues, the basket must be designed by a professional engineer in accordance with good manufacturing processes to withstand all loads to which it may be subjected. It must be kept on site at all times in an accessible location where it is clear of material or other equipment. Fit the rescue basket with appropriate rigging for quick hookup by the crane operator.

Always keep the following items in the rescue basket.

1. First-aid kit
2. Three lanyards equipped with shock absorbers
3. One full-body harness
4. Tag line attached to the basket at all times
5. Descent controller rescue device in good working condition
6. Secondary safety line to tie the basket above the headache ball of the crane.

To perform a basket rescue, follow the steps below.

- Make sure preferred methods A, and B are not possible.
- Notify the crane operator right away to position the crane to attach the basket.
- While the basket is being attached, the crew leader checks that all safety rigging is done and all the required safety equipment is available.
- With two rescuers in the basket, hoist it to a position that is above and as close as possible to the fallen worker. A designated worker on the ground guides the basket with a tag line. The designated worker must make sure that when the rescue basket reaches the right elevation, the door of the basket is facing the structural steel to provide an easy exit for rescuer #1.
- Rescuer #1 exits the rescue basket and gets into a position to reach the fallen worker. When doing this, rescuer #1 must be tied-off at all times to either the structure or the rescue basket.
- Rescuer #2, who is still in the rescue basket, lowers the line that will be used to retrieve the worker. Rescuer #2 attaches an extra lanyard to the line if required.
- Rescuer #1 assesses the fallen worker for injuries and then decides how to proceed (i.e., treat injuries first, guide the fallen worker into the rescue basket, or lower the basket to the ground with the fallen worker attached to it).
- Once the fallen worker has been brought to a safe location, administer first aid. Treat the person for suspension trauma and any other injury.
- Arrange transportation to hospital. A designated worker must accompany the injured worker to hospital.

If the basket rescue is the method used, keep the following points in mind.

- Perform a basket rescue only when it is not possible to use conventional equipment to rescue the fallen worker in a safe manner.
- Never exceed the maximum number of workers in the basket as indicated on the nameplate.
- Ensure that a competent worker inspects the crane and equipment being used prior to lifting rescuers.
- Always equip the crane with a fail-safe mechanism to prevent the boom from descending in the event of a power source or system failure.
- Maintain an adequate means of communication between the rescuers in the basket and the crane operator at all times.
- Ensure that workers in the rescue basket wear full-body safety harnesses attached to a lanyard and anchored to appropriate points in the basket at all times.
- Make sure that all rigging used to attach the rescue basket to the hook of a load line has a safety factor of 10 against failure. There should be a safety line attached to the load line directly from the basket.
- Do not allow cranes to travel while rescuers are in the basket.
- Do not use suspended rescue baskets during high winds, electrical storms, snow, ice, sleet, or other adverse conditions that could affect the safety of personnel on the platform or in the basket.

