

City of Urbandale

Personal Fall Protection Policy



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Purpose

This policy was created to protect City employees that work from elevated platforms fixed ladders, or exposed elevated surfaces that have a potential for serious falls by providing fall restraint and fall arrest protection systems.

Copies of this policy can be found online at www.urbandale.org/safety or by requesting a copy from your supervisor or the Director of Risk Management/Support Services. Each employee exposed to elevated platforms, fixed ladders, or exposed surfaces above four (4) feet as part of their regular job duties will be trained.

Leadership and Accountability

The Director of Risk Management/Support Services or the department Safety Leadership representative will be responsible for an annual review of the policy. They are responsible for helping assess and assist in eliminating or preventing fall hazards and addressing proper personal fall protection systems.

They will also review fall protection training and incident review of injuries or illness involving falls from elevated work platforms, elevated surfaces, and fixed ladders. Department directors will review and secure the required safety equipment for use by employees.

Supervisors/managers will ensure that employees working at elevated levels are provided with proper fall protection. They will also establish an emergency rescue.

Employees are accountable for the proper care, maintenance, limitations, and proper use of fall arrest equipment. They are responsible for understanding the potential hazards of working at elevated levels, as well as gaining access to and from the work location, pre-planning the job with their supervisor, and inspecting equipment before each use, and reporting defective equipment to their supervisor.

Employees should ask questions or make comments about this policy to the Director of Risk Management/Support services or the department Safety Leadership representative.

Definitions

Anchorage means a secure point of attachment for lifelines, lanyards, or deceleration devices.

Body belt means a strap with means both for securing around the waist and for attaching to other components, such as a lanyard used with positioning systems, travel restraint systems, or ladder safety systems.

Body harness means straps that secure about the employee in a manner to distribute the fall arrest forces over at least the thighs, pelvis, waist, chest, and shoulders, with a means for attaching the harness to other components of a personal fall protection system.

Connector means a device that is used to couple (connect) parts of the personal fall arrest system and positioning device systems together.

Deceleration Device means any mechanism, such as a rope grab, rip-stitch lanyard, automatic self-retracting lifelines, etc., which serves to dissipate a substantial amount of energy during a fall arrest, or otherwise limit the energy imposed on an employee during a fall arrest.

Fixed Ladder means any ladder system that is permanently fixed to the side of a structure.

Lanyard means a flexible line of rope, wire rope, or strap, which generally has a connector at each end, for connecting the body belt or body harness to a deceleration device.

Lifeline means a component consisting of a flexible line for connection to an anchorage at one end to hang vertically, or for connection to anchorages at both ends to stretch horizontally, and which serves as a means for connecting other components of a personal fall arrest system to the anchorage.

Personal Fall Arrest System means a safety system designed to protect an employee from falling, or to safely stop an employee that is falling. It consists of a safety harness, anchorage, and connector.

Positioning Device System means a body belt or body harness system rigged to allow an employee to be supported on an elevated vertical surface, such as a wall, and work with both hands free while leaning.

Self-Retracting Lifeline/Lanyard means a deceleration device containing a drum-wound line, which can be slowly extracted from or retracted onto the drum under slight tension during normal employee movement, and which, after onset of a fall, automatically locks the drum and arrests the fall.

Regulatory Standards

Fall protection equipment must meet industry and regulatory standards as applicable in ANSI Z 359.1, ASTM or OSHA requirements. When purchasing equipment and materials for use in fall protection systems all applicable ANSI and ASTM requirements should be met.

Fall Protection Required

Fall protection is required whenever employees are potentially exposed to falls from heights that exceed applicable regulatory thresholds. General Industry 1910.28(b)(1)(i) – protection for wall openings and holes notes every wall opening from which there is a drop of more than 4 feet shall be protected.

Protection From Falling Objects

Employees performing work at elevated levels shall keep tools, materials, and equipment away from the edge to keep potential objects from falling over the side.

Rescue Plan

Equipment and services for prompt rescue of a fallen employee must be available before elevated work can begin.

Selection, Inspection and Storage of Fall Protection

It is recommended that all fall protection arrest system components that are used together are from the same manufacturer. Selection needs to also consider the work being performed while personal protective equipment (PPE) is being used.

All fall protection shall be inspected prior to use following the manufacturers' recommendations. The fall arrest system, such as anchorage points, arrest lines, and fixed ladders must also be visually checked prior to use.

Scissor lifts, enclosed baskets, and man lifts must be inspected annually and documented.

Defective or damaged personal protective equipment shall not be used. Any damaged equipment shall be immediately removed from service. Any PPE that has been involved in an incident shall be taken out of service. Any damage to fixed ladders, anchor points and rail systems shall be reported to the employee's supervisor and tagged "Out of Service".

Employee Information and Training

Employees who might be exposed to fall hazards will be trained. Training will enable the employee to recognize the hazards of falling and the procedures to follow to minimize those hazards. Only employees who have been trained in personal fall protection, such that they have acquired the understanding, knowledge, and skills necessary for the safe performance of their duties shall use a fall arrest system, fixed ladders, bucket truck, scissor lift, man lifts or enclosed baskets.

Appendix A: Identified Fall Protection Locations

Type of Exposure	Fall Protection Provided
Manhole entrance(s)	Full body harness & vertical lifeline
Bucket truck operation	Full body harness & lanyard
Mezzanine access(es) at Parks and Public Works Maintenance Facility (9401 Hickman Road)	Full body harness & self-retracting device