



City of Hot Springs
Health and Safety Office

Fall Protection Policy
December 2019

Fall Protection Policy

(1) Purpose

This Policy provides policies and procedures and assigns responsibilities for the implementation of City of Hot Springs Fall Protection Program. The purpose of the Fall Protection Program is to protect all employees engaged in activities that expose them to potential falls from elevations.

(2) Responsibilities

a. Hot Springs City Manager Will:

(1) Implement a Fall Protection Policy IAW OSHA Standards 1910, Safety and Health Regulations for General Industry (OSHA 1910) and OSHA 29 CFR 1926 (29 CFR 1926).

(2) Provide necessary resources and delegate sufficient authority to subordinate directors and department managers to implement the program.

b. Directors Will:

(1) Ensure all workers whose job exposes them to an opening which there is a drop of more than four feet (ft.) shall be trained in the procedures outlined in this policy.

(2) Ensure all workers exposed to an opening which there is a drop of more than four ft. shall be aware of the fall hazards specific to their division and the methods they will use to protect themselves from falls.

(3) Ensure appropriate disciplinary action is taken when employees fail to comply with established fall protection requirements.

c. Health and Safety Office Will:

(1) Develop and implement the Fall Protection Policy for the City Hot Springs.

(2) Provide guidance and technical assistance to directors, department managers and supervisors regarding implementation of and compliance with elements of the Fall Protection Policy.

(3) Ensure training is provided and/or assist with training of City of Hot Springs personnel.

(4) Ensure a work stoppage in the event that an imminently dangerous situation exists.

(5) Contact the respective supervisor when employees are observed violating established fall protection guidelines.

(6) Serve in the identification of hazardous and dangerous conditions in the work place.

(7) Will review and approve fall protection equipment.

(8) Have full authority to implement the Fall Protection Program.

(9) Periodically inspect fall protection equipment to ensure compliance with proper inspection, use, care, maintenance, cleaning and storage procedures as outlined in this regulation.



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d. Supervisors. Supervisors of activities where fall hazards exist Will:

- (1) Ensure that all personnel who have a potential exposure to fall hazards adhere to established fall protection requirements.
- (2) Ensure that affected personnel have the training required to identify specific fall hazards and to understand the control measures and how to apply them.
- (3) Ensure training that enables personnel to know when personal fall arrest equipment is required, what type of equipment is required, and how to properly don, remove, adjust and wear it. Individuals must also know and understand the limitations of the equipment and the proper care, maintenance, useful life and disposal requirements.
- (4) Ensure that training for personnel is properly documented.
- (5) Ensure that all required fall protection equipment is provided for personnel, being used safely and is inspected, stored and maintained properly.
- (6) Ensure individual components of the issued equipment are properly compatible and in good working order.
- (7) Conduct frequent evaluations of the workplace to identify any fall hazards associated with new job requirements or work practices.
- (8) Ensure appropriate disciplinary action review is taken when employees fail to comply with established fall protection requirements.
- (9) Ensure all purchases of fall protection equipment, such as self-retracting lifelines, etc. is approved by the Health and Safety Office. It is essential that equipment being purchased meet or exceed ANSI Standards.

e. Employees/Authorized Person. Employees exposed to fall hazards as part of their duties will:

- (1) Participate, as directed, in all fall protection and PPE training.
- (2) Comply with all safety and health standards outlined in this policy.
- (3) Maintain their fall protection equipment in a safe and sanitary condition.
- (4) Report to the immediate supervisor any problems (e.g. defective equipment) observed that may compromise worker safety or health.
- (5) Inspect their fall protection equipment prior to each use.

(3) **Training Requirements.** Personnel shall be able to demonstrate their understanding of the training through practical application. Personnel required to don personal fall arrest systems shall undergo Fall Protection Awareness Training initially and followed by an annual refresher thereafter.

a. Personnel Requiring Training Include:

- (1) All personnel who are potentially exposed to fall hazards.



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- (2) Supervisors of personnel exposed to fall hazards require fall protection.
- (3) Engineers and maintenance personnel.
- (4) Health and Safety personnel.

b. All Personnel Who are Exposed to Fall Hazards Shall be Trained in the Following:

- (1) Know how to recognize/identify specific fall hazards in the workplace and understand the control measures and how to apply them.
- (2) Know when personal fall arrest equipment is necessary, what type of equipment is necessary, and how to properly don, remove, adjust and wear it.
- (3) Know and understand the limitations of their equipment and the proper care, maintenance, useful life, storage and disposal requirements.
- (4) How to inspect their equipment and recognize problems which may compromise worker's safety or health.
- (5) Proper anchoring and tie-off techniques.
- (6) Estimation of free-fall distance, including determination of deceleration distance and total fall distance.

c. When determination is made that any affected employee who has already been trained, does not have the understanding and skill required, the employee shall be retrained. Circumstances where retraining is required, include, but is not limited to where:

- (1) Changes in the workplace render previous training obsolete.
- (2) Changes in the types of fall protection systems or equipment to be used render previous training obsolete.
- (3) Inadequacies in an affected employee's knowledge or use of fall protection systems or equipment indicate that the employee has not retained the requisite understanding or skill.

d. Architects, engineers and in-house designers involved in planning and designing buildings, facilities, structures and equipment shall be trained to incorporate FPP control measures into their design work in order to help contractors during the construction phase, and to provide protection to workers who will be required to perform maintenance.

e. Fall protection training shall emphasize that fall hazards shall be eliminated whenever possible, and when they cannot, there shall be a mechanism in place to protect workers from fall hazards.

(4) Fall Protection Systems

a. Types of Fall Protection Systems Include:

- (1) Guardrail System
- (2) Safety Net



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- (3) Fall Arrest System
- (4) Restraint (Tether) Systems
- (5) Positioning Device Systems
- (6) Ladder Climbing (Safety) Devices
- (7) Horizontal Lifelines
- (8) Vertical Lifelines
- (9) Controlled Access Zone (CAZ)
- (10) Warning Line System
- (11) Aerial Lifting Equipment, Working Platforms and Catwalks
- (12) Falling Object Protection
- (13) Covers

(5) Fall Protection Guidelines

a. Roof Work

(1) On sloped roofs. Use full body harness, self-retracting lanyard (SRL), and roof brackets/anchors for anchorage points (single or multiple connections designed for 5000 lbs per person). Also use slide guards.

(2) On flat roofs with no parapet or guardrails. When working six ft. from the edge, use full body harness, restraining system and/or lanyard/SRL. Establish a warning line system six to ten ft. away from the leading edge (including skylights) or temporary guardrails for workers without a fall arrest system. Personnel working within the warning line system do not require fall protection (exceptions may apply, such as high winds).

(3) Provisions shall be made to protect employees from falling through holes (including skylights) more than 6 ft. (1.8 m) above lower levels, by personal fall arrest systems, covers, or guardrails systems erected around such holes.

(4) Roof walking and working surfaces requiring access shall be assessed prior to access and approved by the Health and Safety Office

(5) Employees shall be allowed to work on surfaces only when the surfaces have the requisite strength and structural integrity.

(6) No work shall be performed on roofs when winds exceed 30 miles per hour.

b. Elevating Work Platforms/Aerial Lifting Equipment (e.g. Scissor Lift, Manlift)



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(1) When working from elevated work platforms six ft. or higher, elevating work platforms must be equipped with standard guardrail and toe boards.

(2) A worker's feet shall never leave the floor of the elevating work platform. If the worker's feet leave the floor of the elevating work platform or the worker is required to exit the lift-at height, FPP Plan must be completed and continuous fall protection must be provided.

(3) Use a full body harness with lanyard. Lanyard shall be tied-off inside the work platform to a manufacturer approved anchorage point. This prevents ejection if the equipment is struck/knocked over.

(4) The manufacturer of an aerial lift can modify the old equipment by installing approved anchorage connections to tie off for the use of a fall arrest system. Usually guardrails in the aerial lifting equipment are not designed to withstand the force generated by a fall and cannot be used as anchorages.

(5) Use of planks, ladders, or any other device on the aerial platform for achieving additional height or reach is prohibited.

(6) When working over or adjacent to a roadway, traffic control measures must be implemented. Employees working adjacent to roadways must wear vests that are highly visible and have reflective markings.

(6) Inspection, Use, Care, Maintenance and Storage Guidelines

a. As a general rule, always consult equipment manufacturer's recommendations for inspection, use, care and maintenance. Operator's manual shall be included with the equipment for employee's reference.

b. Under no circumstances shall a full-body harness or lanyard remain in service for a period to exceed five years. When a harness or lanyard is put into service, the initial service date will be entered on the log book provided by the supervisor.

c. Personal fall protection equipment shall be inspected IAW the manufacturer's instructions by the worker prior to each use to determine that it is in safe working condition. A CP shall inspect the equipment at least annually and whenever subjected to severe use.

d. Full-Body Harness

(1) Examine all nylon webbing to ensure there are no burn marks which could weaken material.

(2) Verify there are no torn, frayed or broken fibers, pulled stitches or frayed edges anywhere on the harness.

(3) Examine the D-ring for excessive wear, pits, deterioration or distortion.

(4) Verify that buckles are not deformed, cracked and operate properly.

(5) Check to see that each grommet (if present) is secure and not deformed from abuse or fall.

(6) The harness should never have additional punched holes.

(7) All rivets should be tight and not deformed.

(8) Check tongue/straps for excessive wear from repeated buckling.



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e. Lanyard/Shock Absorbing Lanyards

- (1) Check lanyard material for cuts, burns, abrasions, kinks, knots, broken stitches and excessive wear.
- (2) Inspect the snaphooks for distortions in the hook, locks and eye.
- (3) Check carabiner for excessive wear, distortion and lock operation.
- (4) Ensure that all locking mechanisms seat and lock properly.
- (5) Once locked, locking mechanism should prevent hook from opening.
- (6) Visually inspect shock absorber for any signs of damage, paying close attention to where the shock absorber is attached to the lanyard.
- (7) Retire the lanyard when the integral energy absorber has been even slightly expended or if it has been used for any purpose other than fall protection.

f. Snaphooks

- (1) Inspect snaphooks for any hook and eye distortions.
- (2) Verify there are no cracks, chips, abrasions, discoloration or pitted surfaces.
- (3) The keeper latch should not be bent, distorted or obstructed.
- (4) Verify that the keeper spring securely closes the keeper latch.
- (5) Test the locking mechanism to verify that the keeper latch locks properly.
- (6) If snaphook does not function properly, it shall be tagged and removed from service.

g. SRLs/Lifelines. Self-retracting lifelines are generally longer than SRLs. This device is specifically engineered for vertical fall arrest.

- (1) Visually inspect the body to ensure there is no physical damage to the body.
- (2) Ensure all nuts and rivets are tight.
- (3) Ensure the entire length of the nylon strap/wire rope is free from any cuts, burns, abrasions, kinks, knots, broken stitches/strands, excessive wear and retracts freely.
- (4) Test the unit by pulling sharply on the lanyard/lifeline to verify that the locking mechanism is operating properly.
- (5) If the manufacturer requires, make certain the retractable lanyard is returned to the manufacturer for scheduled annual inspections.

h. Check manufacturer guidelines for inspection. If any item is damaged or defective, it shall be immediately tagged, removed from service and replaced.



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i. Due to the variability in the structural strength of different materials before using an anchorage point, a qualified person must be contacted to ensure that the anchorage point meets/exceeds regulatory requirements.

j. All safety lines and lanyards shall be protected against cuts or abrasions. Padding must be used wherever sharp edges exist.

k. All fall protection/restraint equipment shall be stored in weatherproof container or locker when not in use. Equipment shall not be allowed to lie in water or direct sunlight, since this will affect equipment strength.

l. When using fall arrest systems, all components shall be designed for use with each other, or approval must be obtained from the manufacturer or qualified person to use the configuration that uses different components. All system components shall be compatible.

m. All systems must be installed, assembled and disassembled IAW the manufacturer's direction. Failure to follow these instructions could lead to the possible failure of a system.

n. In the event of a fall, secure all equipment involved and contact Health and Safety Office for disposition. Do not reuse safety equipment that has been used in a fall.

8. Summary

Ensure all workers whose job exposes them to an opening which there is a drop of more than four feet (ft) shall be trained in the procedures outlined in this policy.

Ensure all workers exposed to an opening which there is a drop of more than four ft. shall be aware of the fall hazards specific to their work area and the methods they will use to protect themselves from falls.

Fall Protection Training will be conducted by the Arkansas Department of Labor on an annual basis.