

SAFE JOB PROCEDURES 4.25

JOB TITLE: BUILDING SHAFTS

DEVELOPED BY: Jennifer Moher **DATE:** February 22, 2016

APPROVED BY: Barry Bonwick **POSITION:** Supervisor

DATE: February 29, 2016

REVISED BY: _____ **DATE:** _____

EQUIPMENT REQUIRED: Tools required for individual trade

MATERIAL REQUIRED: Materials for individual trade

PERSONAL PROTECTIVE EQUIPMENT: Steel-toed boots, hard hat, fall protection (harness, lanyard, tie off point)

JOB STEPS:

1. When working in or near shafts the following OH&S legislation must be followed.
 - a. There must be a main work platform that is completely decked and designed to support any anticipated load and a second platform not more than 4 meters below the main platform OR
 - b. If there is no platform, the doorway must be enclosed not less than 2 meters high and at least one warning sign indicating an open shaft is present.
2. There must be a site specific fall protection plan developed when the shaft is open to workers.
3. There must a site specific recuse plan developed as well.
4. All DVS workers must be educated to the fall protection and rescue plans and must sign off on the plan.
5. It is the responsibility of all workers, Supervisors and Builders to adhere to this legislation regardless of job.