

SAFE JOB PROCEDURES 4.19

JOB TITLE: WORKING AT HEIGHTS

DEVELOPED BY: Jennifer Moher **DATE:** February 20, 2008

APPROVED BY: Dan Sager **POSITION:** Safety Coordinator

DATE: April 1, 2008

REVISED BY: Sean Bishop **DATE:** January 13, 2016

EQUIPMENT REQUIRED: Tools required for individual trade, scaffold or ladders

MATERIAL REQUIRED: Materials for individual trade

PERSONAL PROTECTIVE EQUIPMENT: Steel-toed boots, hard hat, possible body harness and retracting life line

JOB STEPS:

1. Consider the use of fall protection equipment such as a body harness and retracting life line when working with heights.
2. Always use steel planks across open areas. Do not walk from truss to truss, straddle open areas or jump across gaps.
3. Use scaffold and ladders to reach high areas, avoid climbing. See “Safe Work Practices – Ladders, Scaffold and Fall Protection”.
4. Check planks prior to walking on them. Ensure they are the proper size for the job, not damaged and are secured at both ends. Only use steel extendable planks or other certified load bearing planks.
5. Never use stepladders or ladders on top of planks.
6. Never work alone when working at heights – use a buddy system in case of falls.
7. Check your walking area to ensure it is free from debris.
8. Always replace safety rails that are moved for plank or scaffold access when finished. Ladders should only be used at an appropriate angle from the wall and always have three points of contact and be braced at the footing if required.
9. Ensure areas are well illuminated.