

**HEALTH, SAFETY, ENVIRONMENTAL  
AND QUALITY MANAGEMENT  
PROCEDURE FOR  
WORKING AT HEIGHT**

# TABLE OF CONTENTS

|   |           |
|---|-----------|
| <b>1. APPROVAL</b> .....                                | <b>3</b>  |
| <b>2. PURPOSE</b> .....                                 | <b>4</b>  |
| <b>3. SCOPE</b> .....                                   | <b>4</b>  |
| <b>4. TERMS AND DEFINITIONS</b> .....                   | <b>4</b>  |
| <b>5. ROLES AND RESPONSIBILITIES</b> .....              | <b>5</b>  |
| <b>6. PROCEDURES</b> .....                              | <b>6</b>  |
| 6.1. General Height Safety .....                        | 8         |
| 6.2. Working at Height Hierarchy of Controls.....       | 8         |
| 6.3. Fall Prevention .....                              | 8         |
| 6.4. Edge Protection .....                              | 8         |
| 6.5. Travel Restriction .....                           | 9         |
| 6.6. Fall Arrest.....                                   | 9         |
| 6.7. Equipment and Systems .....                        | 9         |
| 6.8. Maintenance and Inspection .....                   | 9         |
| 6.9. Unloading and Loading of Trucks .....              | 9         |
| 6.10. General Requirements for Working on Ladders ..... | 10        |
| 6.11. Single or Extension Ladders .....                 | 10        |
| 6.12. Ladder Inspection and Maintenance .....           | 11        |
| 6.13. Stepladders .....                                 | 11        |
| 6.14. Falling Objects .....                             | 12        |
| 6.15. Transferring Materials and Equipment .....        | 12        |
| 6.16. Service Pits and Excavations .....                | 12        |
| 6.17. Scaffolding .....                                 | 12        |
| 6.18. Lockout/Tagout and Tagging .....                  | 13        |
| 6.19. Fall Protection and Tagging .....                 | 13        |
| 6.20. Fall Protection Training .....                    | 14        |
| 6.21. Fall Protection Rescue .....                      | 14        |
| <b>7. REVIEW PROCEDURES, FORMS AND DOCUMENTS</b> .....  | <b>14</b> |
| <b>8. REVIEW CRITERIA</b> .....                         | <b>14</b> |
| <b>9. RECORD MANAGEMENT</b> .....                       | <b>15</b> |
| <b>10. REFERENCES</b> .....                             | <b>15</b> |
| <b>11. WORK FROM HEIGHTS RESCUE FLOWCHART</b> .....     | <b>16</b> |

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## 2. PURPOSE

The purpose of this procedure is to provide guidance so that workers are not placed at risk when working at heights where there is a risk of a fall by a worker from one level to another that is reasonably likely to cause injury. This includes working with plant, ladders, scaffolding and other activities that include a risk of falling.

## 3. SCOPE

This procedure applies to all work conducted at height, to enable workers performing the work to carry out the work at height safely and not endanger themselves or other personnel on the ground who may be exposed to falling objects.

## 4. TERMS AND DEFINITIONS

| Term                            | Definition  |
|---------------------------------|---|
| <b>Acceptable Level of Risk</b> | <p>For a risk to a person or property to be within 'acceptable level' the danger must be carried out at the level of risk for the activity.</p> <ul style="list-style-type: none"> <li>Is within acceptable safety limits having regard for each relevant safety requirement.</li> <li>Is a low risk, as far as is reasonably practicable.</li> </ul> <p>To determine whether a level of risk is within acceptable safety limits and as low as reasonably practicable, regard must be given to:</p> <ul style="list-style-type: none"> <li>The likelihood of injury or illness to a person, or of property damage, from the risk; and</li> <li>The severity of the injury, illness or damage; and</li> <li>Whether or not the risk is avoidable by reasonable means.</li> </ul> |
| <b>Approved Qualification</b>   | <p>For the performance of a function or exercise of a power, includes having the qualifications, experience and competence to perform the function or exercise the power.</p>   |
| <b>Approved Ladder</b>          | <p>Means a ladder that meets the required standards.</p>  |
| <b>Competence</b>               | <p>Is a combination of attributes, including skills, training and experience, relevant to a work task or function that enables a person to undertake that work task safely or discharge that function in accordance with company expectations.</p>  |
| <b>Permitted Work</b>           | <p>In relation to work involving a ladder, means work in which:</p> <ul style="list-style-type: none"> <li>The weight, size or shape of any equipment or material the person using the ladder is carrying is not likely to restrict the person's movement while the person is climbing or</li> </ul>  |