



Revision: 0
Date: 1 May 2008

Work at Heights Control Form

PTW Number:

Section 1 – Work at Heights / Access Details

Work Activity Title: (As per Work Activity Risk Assessment)	
Nature of work to be undertaken: (reason for access)	
PBC Area / Location:	
Method of access / work at heights:	

Section 2 – Work at Heights & Access Permit Requirements

As per the method of access / work at heights described in *the Work Activity Risk Assessment*, identify control requirements in the relevant parts below or mark as not applicable.

Elevating Work Platform (EWP) Requirements			<input type="checkbox"/> NA (Not Applicable)
EWP Controls:	Yes	NA	If Yes, Include Additional Control Details to be Used:
Minimum clearance distances will need to be maintained from overhead hazards (power lines, structures, moving plant, etc)			
Specific controls will be required to ensure an appropriate ground / surface slope for placement of the EWP			
Barriers or signage will need to be erected around the EWP (to restrict access by persons or other plant items)			
EWP of boom length >11m & will require a certified operator			
People using the EWP will be familiar with set-up, control of the EWP and emergency egress			
Other:			

Scaffolding Requirements			<input type="checkbox"/> NA (Not Applicable)
Type of Scaffold:	Yes	NA	
Prefabricated scaffold (fixed length components, fittings and general design configuration)			
Mobile scaffold (free-standing, movable scaffold)			
Tube and couple scaffold (variable lengths of tube, couple attachments and configurations)			
Complex scaffold (cantilevered, hung, other complex configuration): Details:			
Scaffold Controls:	Yes	NA	
The scaffold will be erected / dismantled by a certified scaffolder (mandatory if deck is >4m from ground / surface)			
A scaffold plan has been developed. Provide plan or drawing number / reference:			
Barriers will be erected around the scaffold during erection / dismantling (to prevent potential falling object incidents)			
The scafftag process will be used to clearly identify safe scaffold access conditions			
To ensure the safety of those erecting / dismantling, indicate which of the following will be implemented:			
<ul style="list-style-type: none"> a prescribed scaffold work method will be used (immediate and progressive installation of platform and edge protection, internal ladder/stair access and retention of full deck, to ensure falls >2m are prevented). a fall arrest harness system will be used (only suitable where anchorages of 15 kN & safe fall clearances exist). an alternative safe work at height method will be used, as detailed: 			
The scaffold is to be a fixed scaffold that will be:			
<ul style="list-style-type: none"> safely secured via scaffold ties and appropriate base plate supports, erected with adequate access provisions, edge protection and falling object protection. 			
The scaffold is to be a mobile scaffold that will be:			
<ul style="list-style-type: none"> no greater than 9m high or 3-times the smallest base dimension, supported on adjustable and lockable castors to ensure the scaffold is level and not able to move when locked, erected with adequate access provisions, edge protection and falling object protection. 			



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Temporary Edge Protection or Cover Requirements			<input type="checkbox"/> NA (Not Applicable)
Type of Temporary Edge Protection or Cover:	Yes	NA	
Fixed handrails along an unprotected edge or guardrails along an unprotected rooftop edge			
Movable edge protection, secured in place around a penetration			
Movable cover, secured in place over a penetration (adequate for potential loadings of people & equipment)			
Edge Protection or Cover Controls:	Yes	NA	If Yes, Include Additional Control Details to be Used:
Specific controls will be required to fix a movable cover in place and clearly warn people of its location		
Specific controls will be required to ensure the edge protection can be erected from a safe location and without the installing person being exposed to a fall hazard		
Due to the nature of edge protection to be secured, a certified scaffolder or similar competent person, will be required to set up the temporary edge protection		
Mandatory if setting up edge protection rather than a cover - The edge protection to be set-up will be: <ul style="list-style-type: none"> capable of withstanding the potential force of a person falling downwards or outwards onto the barrier, at least 900mm high with additional rails, infill, etc to prevent persons falling through or under the barrier, not able to be dislodged from an edge or from over a penetration by a person falling against it. 		

Personal Fall Protective Equipment Requirements			<input type="checkbox"/> NA (Not Applicable)
Type of System to be Used:	Yes	NA	
Travel restraint system - (use of harness, suitable attachments, anchorage line that does not allow a person into a fall position): <ul style="list-style-type: none"> will have an adequate anchorage(s) to withstand potential loadings (6 kN for single person attachment) will enable people to attach to the system prior to being in a position where they could fall will not come into contact with anything that could affect the integrity of the system if it is a fixed/permanent system – inspection records have been reviewed and are current (<input type="checkbox"/> Yes / <input type="checkbox"/> NA) 			
Fall arrest system – (use of a harness, lanyard assembly/shock absorbing device, anchorage, in a potential fall position): <ul style="list-style-type: none"> will have an adequate anchorage(s) to withstand potential loadings (15 kN for single person attachment) will enable people to attach to the system prior to being in a position where they could fall will not come into contact with anything that could affect the integrity of the system will consist of a device (shock absorbing device) to ensure that no greater than 6kN of force could be applied to a falling person will allow enough fall clearance for those who may fall, once force has been applied to all system components if it is a fixed/permanent system – inspection records have been reviewed and are current (<input type="checkbox"/> Yes / <input type="checkbox"/> NA) will enable a rescue/retrieval method to be implemented (provide details below) 			

Rescue / Retrieval Considerations:			<input type="checkbox"/> NA (Not Applicable)
Minimum provisions required:	Yes	NA	Provide Additional Details – Specifically for Complex Access Scenarios:
Stand-by person		
Safety harness/rescue kit in vicinity with competent user(s)		
Specific retrieval equipment / plant items		
Other:		

Falling Object & Other Precautions			
Other items required:	Yes	NA	Provide Clarifying Details as Required:
Temporary barrier mesh to restrict access		
Tool restraints / lanyards to be used at height		
Catch platforms / decks for falling objects		
Covers over sharp roof / plant edges		
Head protection		
Specific access clearance / keys for controlled areas		
Warning notices / barricades required		
Specific lighting provisions required		
Other:		
Attachments (other documents/plans prepared)		