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| **Work at Heights - PTW Number / WO Number:** |  |

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| **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) |       |
| **PBPL 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** | [ ]  **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** | [ ]  **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: |
| * 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:* 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:* 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** | [ ]  **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:* 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.
 | [ ] [ ] [ ]  | [ ] [ ] [ ]  |  |
|  |  |  |       |
|  |  |  |       |
|  |  |  |       |
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| **Personal Fall Protective Equipment Requirements** | [ ]  **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):* 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
*
 | [ ]  | [ ]  |
| Fall arrest system – (use of a harness, lanyard assembly/shock absorbing device, anchorage, in a potential fall position):* 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
* will enable a rescue/retrieval method to be implemented (provide details below)
 | [ ]  | [ ]  |
| if it is a fixed/permanent system – inspection records have been reviewed and are current  | [ ]  | [ ]  |
|  |
| **Rescue / Retrieval Considerations:** | 🞏 **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) | [ ]  | [ ]  |       |