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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) |  |  |  | | | | | |