

Facilities Management Department  
Coppin State University

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Policy Title: Fall Protection Policy  
Effective Date: May 19, 2011  
Last Review Date: May 12, 2011

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I. Purpose:

To provide safety standards that protect workers while working at heights, near or at floor holes, powered platforms, manlifts, vehicle-mounted work platforms and roofs.

II. Regulations:

- A. Occupational Safety and Health Administration (OSHA), Code of Federal Regulations
  - 29 CFR 1910 Subpart D – Walking and working surfaces
    - 1910.23 – Guarding floor and wall openings and holes
  - 29 CFR 1910 Subpart F – Powered platforms, manlifts and vehicle-mounted work platforms
    - 1910.66 – Powered platforms
      - Appendix B – Section I (Mandatory)
    - 1910.67 – Aerial lifts
  - 29 CFR 1910 Subpart I – Personal Protective Equipment
    - 1910.132 – General Requirements
  - 29 CFR 1926 Subpart M – Fall Protection

III. Policy:

A. Units required to follow policy:

- 1. Facilities
  - a. All employees who are exposed to unprotected sides or edges of surfaces that present a falling hazard of four feet or more to a lower level
- 2. All Contractors
- 3. All persons exposed to falls.

IV. Responsibilities:

A. Directors, Managers and Supervisors of affected departments

- 1. Budgeting and managing sufficient funds to purchase fall protection systems, including but not limited to: Guardrails and personal fall arrest systems.
- 2. Ensuring compliance with all regulations, policies and procedures regarding the purchase, replacement and use of fall protection systems.
- 3. Ensuring that employees do not begin working in any area that requires the use of fall protection systems until they have received the required training

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and designated equipment have been obtained, issued and employee received training

4. Ensure contractors have received a copy, understand and apply this policy.

#### B. Responsibilities of Employees

1. Ensure the understanding of this policy. Any question should be directed to the Safety and Environmental Manager.
2. Shall comply with this policy and shall be responsible for those sections that address the use, maintenance, and use of fall protection equipment.

#### C. Responsibilities of contractors

1. Ensure the understanding of this policy. Any question should be directed to the Safety and Environmental Manager.
2. Shall comply with this policy and shall be responsible for those sections that address the use, maintenance, and use of fall protection equipment.

#### V. Requirements

##### A. Walking and working surfaces

1. Good housekeeping practices shall be observed and areas shall be kept well maintained at all times.
2. Employees shall immediately inform their supervisor of any hazard that need to be removed from the area so the work can be performed.
3. Protection shall be provided if any of the following conditions exist:
  - a. Working surface is four feet or more in height (open side floor, platforms, etc.)
  - b. Working surfaces adjacent to dangerous operations
  - c. Wall openings with a drop of more than four feet
  - d. Leaning over or through any opening more than four feet in elevations to perform a work
  - e. Use of aerial lift equipment
  - f. Scaffolds over six feet
4. Always try to eliminate the hazard.
  - a. Use of guardrails
    - a. Top rail – 42 inches from the top of the rail to the floor
    - b. Mid rail – nominal height of 21 inches
    - c. Toe board – 4 inches high (3 inches in construction), clearance of  $\frac{1}{4}$  inch from the floor

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- d. Anchoring post shall withstand a load of 200 pounds in any direction
  5. If the hazard cannot be eliminated, provide personal fall protection to all employees assigned to perform the job. All anchor points shall meet OSHA regulations.
- B. Aerial lifts
1. Before moving, aerial ladders shall be secured in the lower traveling position
  2. Lift controls shall be tested before use
  3. Only trained persons with certification card shall operate an aerial lift [29 CFR 1910.67(c)(2)(iv)]
  4. Employees shall always stand firmly on the floor of the basket, and shall not sit or climb on the edge of the basket or use planks, ladders, or other devices for a work position [29 CFR 1910.67(c)(2)(iv)]
  5. A full body harness shall be worn and a lanyard attached to the designated point when working from an aerial lift [29 CFR 1910.67(c)(2)(v)]
  6. Do not exceed boom and basket load limits
- C. Personal fall arrest systems
1. The use of a full body harness is required
  2. The attachment point of a body harness shall be located in the center of the wearer's back near shoulder level, and above the wearer's head
  3. Only locking snaphooks may be used
  4. Lanyards and vertical lifelines need a minimum breaking strength of 5,000 pounds
  5. Lanyards may not be clipped back to itself (e.g. around an anchor point) unless specifically designed to do so
  6. Anchor points must be capable of withstanding a 5000 lb. static load/person attached
  7. Anchor points must be easily accessible to avoid fall hazards during hook up
  8. Tie-off of a rope lanyard or lifeline around an "H" or "I" beam or similar support can reduce its strength as much as 70 percent due to the cutting action of the beam edges. Therefore, use should be made of a webbing lanyard or wire core lifeline around the beam; or the lanyard or lifeline should be protected from the edge: or free fall distance should be greatly minimized
  9. Personal fall arrest systems subjected to impact loading shall be immediately removed from service and shall not be used again for worker protection
  10. Personal fall arrest systems need to be inspected by the worker prior to each use and damaged or deteriorated components removed from service
  11. Personal fall arrest systems should not be attached to guardrails or hoists

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12. A competent person (as defined by OSHA) shall supervise the whole procedure and should be able of provide assistance and instructions to employees using the fall arrest equipment.
13. Special considerations: Employees must be securely attached to anchor point the entire time to guarantee their safety. The most critical components of the fall arrest equipment are the anchor points. When gaining access to a beam, the use of two lanyards will be required to reach the work point.

VI. Enforcement

Compliance of this policy is mandatory to all employees and all contractors on Campus. Inspections will be performed to ensure the compliance with this policy. This policy will be maintained and enforced by the Safety and Environmental Manager.

Signature: \_\_\_\_\_

 6/3/11  
Richard Siemer, V.P. Administration and Finance