**FALL PREVENTION INSPECTION FORM**

**Attachment A**

This Fall Prevention Inspection Form is specific to 3140 N Bender Ave New Franklin, Ohio 44319, in accordance with Masters Electrical Services Corporation policies and procedures as outlined in the Fall Prevention Program:

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| **Description** | **Details** |
| Location of Job |  |
| Date Plan Prepared or Modified |  |
| Plan Prepared By  (Designated Competent Person) | Name:  Phone: |
| Plan Approved By | Name: |
| Plan Supervised By (Designated Qualified Person) | Name:  Phone: |

# IDENTIFIED FALL HAZARDS TASKS (CIRCLE THOSE THAT APPLY)

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| 1. Roof or elevated surface 6 or more feet above the ground or a lower level |  |
| 1. Unprotected sides and edges |  |
| 1. Formwork and reinforcing steel |  |
| 1. Structures not capable of holding 5,000-pounds load capacity for lifelines |  |
| 1. Leading edges - Lack of guard rails or parapets (walls) |  |
| 1. Wall openings, holes, or skylights to a lower level 2. Hoist Areas 3. Ramps, runways, and other walkways 4. Excavations 5. Dangerous equipment 6. Overhand bricklaying and related work 7. Roofing work on low-slope roofs 8. Roofing work on steep-slope roofs 9. Precast concrete erection 10. Residential construction 11. Walking/working surfaces not otherwise addressed 12. Holes |  |

**CONTROLS THAT WILL BE TAKEN TO PREVENT FALLS**

Address ALL identified fall hazards using the below hierarchy. Begin by assessing the hazards with priority 1 through priority 4, whenever feasible. Priority 5 is used for last resort only. Also, try to address each fall hazard using two (2) or more actions and priorities. This will help ensure fall hazards are adequately controlled.

1. **Priority 1: Eliminate fall hazards** (e.g., perform work at ground level or use tools to eliminate work above ground level)
   1. Hazard#: Action:
   2. Hazard#: Action:
   3. Hazard#: Action:
   4. Hazard#: Action:
   5. Hazard#: Action:
2. **Priority 2: Passive fall restraint** (e.g., install physical barriers to prevent falls)
   1. Hazard#: Action:
   2. Hazard#: Action:
   3. Hazard#: Action:
   4. Hazard#: Action:
   5. Hazard#: Action:
3. **Priority 3: Active fall restraint** (e.g., restraint system with full-body harness, lanyard, and anchor to prevent falls)
   1. Hazard#: Action:
   2. Hazard#: Action:
   3. Hazard#: Action:
   4. Hazard#: Action:
   5. Hazard#: Action:
4. **Priority 4: Fall arrest** (e.g., personal fall arrest system or safety net)
   1. Hazard#: Action:
   2. Hazard#: Action:
   3. Hazard#: Action:
   4. Hazard#: Action:
   5. Hazard#: Action:
5. **Last resort: Controlled access zones** when fall prevention or protection are not feasible (e.g., visible barriers, signage, on-site supervision, restricted access, and adequate worker training on uncontrolled hazards)
   1. Hazard#: Action:
   2. Hazard#: Action:
   3. Hazard#: Action:
   4. Hazard#: Action:
   5. Hazard#: Action:

# WORKSITE CHECKLIST – Identify and correct hazards

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| **Stairways** | **Acceptable** | **Addressed by action** **taken** |
| Stairways with four or more stairs are equipped with stair rails or handrails |  |  |
| Stairways are at least 22 inches wide |  |  |
| Steps are uniform from top to bottom |  |  |
| Steps are slip resistant |  |  |
| Landing platforms are at least 30 inches in the direction of travel |  |  |
| Landing platforms provide at least 20 inches of space beyond an open door |  |  |
| Landings are same width as stairs |  |  |
| The vertical distance between landings does not exceed 12 feet |  |  |
| Handrails are 30-34 inches above the stair treads |  |  |
| Handrails have at least 3 inches open space from wall |  |  |
| Handrails can withstand a load of 200 pounds within 2 inches of the top edge |  |  |
| Stair exists that open into vehicle traffic have barriers and warning signs |  |  |

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| **Ladders (General)** | **Acceptable** | **Addressed by action** **taken** |
| Ladders are in good repair and free of slippery surfaces |  |  |
| Ladders are clean and not painted in a way that hides defects |  |  |
| Ladders meet applicable OSHA standards and are designed to carry worker weights |  |  |
| Ladders are used on a level, stable, and non-slippery surface |  |  |
| Ladders are only used for the purpose they were designed for (not tied together) |  |  |
| Metal ladders are not used around power lines or near electrical equipment |  |  |
| Ladders are not used near doors or similar hazards |  |  |
| Ladders are not used horizontally like a platform |  |  |
| Ladders are not moved or shifted while a worker is on it |  |  |
| Workers always face the ladder when climbing and working |  |  |
| Workers use tool belts or hand lines to keep hands free when climbing ladders |  |  |
| Workers travel up and down ladders using 3-point contact always |  |  |
| Workers keep body inside the side rails (do not lean out beyond the side rails) |  |  |
| No work is performed during windy conditions |  |  |

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| **Stepladders** | **Acceptable** | **Addressed by action taken** |
| Stepladders are used fully open with spreaders locked in place |  |  |
| The rear is never used for climbing or cross-bracing unless ladder is designed for dual sided use |  |  |
| Workers never stand on the top cap or top step |  |  |

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| **Extension Ladders** | **Acceptable** | **Addressed by action** **taken** |
| Extension ladder rails extend 3 feet above the landing it rests on |  |  |
| The base is positioned away from the wall at least 1/4 (a 1:4 ratio) of the landing height (e.g., for every 4 feet of height the base should be 1 foot out from the wall) |  |  |
| The base is not positioned too far away and as close to the above 1:4 ratio |  |  |
| Ensure that ladders used for access are secured |  |  |
| Workers never step higher than the third rung from the top |  |  |

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| **Job-made Ladders** | **Acceptable** | **Addressed by action** **taken** |
| The ladder base and top are properly secured to prevent movement |  |  |
| Ladder is placed on a stable and level surface |  |  |
| Ladder is built with construction-grade lumber and designed to hold 4 times its intended weight load |  |  |
| Ladders are built in accordance with ANSI, OSHA, and OAC standards |  |  |
| Job-made ladders are not used as work platforms - only for travel |  |  |
| Double-cleated ladders are available for worker numbers in excess of 25 employees |  |  |
| Maximum working length of ladders is 24 feet |  |  |

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| **Guardrails** | **Acceptable** | **Addressed by action** **taken** |
| Guardrails are at least 42 inches above the working surface with a 21-inch midrail (for normal openings the measurements can be within plus or minus 3 inches) |  |  |
| Guardrails can withstand a load of 200 pounds within 2 inches of the top edge |  |  |
| Midrails and added structures can withstand a load of 150 pounds |  |  |
| Top rails and midrails must be at least 1/4 inch in diameter |  |  |

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| **Guardrails** | **Acceptable** | **Addressed by action taken** |
| If wire rope is used, then it is flagged every 6 feet with a high-visibility material |  |  |
| All open sides above 10 feet have a 4-inch-high toe-board |  |  |
| Openings between railings do not exceed 19 inches |  |  |
| Gates are used at access points |  |  |

**Safety Nets (Not Provided)** - Safety nets are not covered here. Please See OSHA requirements for safety nets (29 CFR 1926.502(c)).

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| **Holes and Skylights** | **Acceptable** | **Addressed by action** **taken** |
| Holes and skylights near work are protected by a cover that is secured, can withstand two times the intended load and labelled as “Hole” |  |  |
| A guardrail system is erected around the hole or skylight (a personal fall arrest system is an alternative) |  |  |

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| **Work on Steep Roofs**  (greater than 4 in12 vertical to horizontal) | **Acceptable** | **Addressed by action**  **taken** |
| Workers are protected by one of the following: a guardrail system with toe-boards; a safety net system or personal fall arrest systems |  |  |

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| **Scaffolds** | **Acceptable** | **Addressed by action**  **taken** |
| Scaffolds were designed by a licensed professional engineer competent in scaffolding |  |  |
| Scaffolds were erected under the supervision of a trained and competent person |  |  |
| Scaffolds are in good repair and inspected by a competent person prior to use |  |  |
| Planking is made of 2 x 10 inch scaffold grade lumber or metal |  |  |
| Planking spans no more than 10 feet for light trades (25 pounds per square foot, psf), 8 feet for medium trades (50psf) or 6 feet for heavy trades (75 psf) |  |  |
| Planks overhang supports by 6 (minimum) to 12 inches (maximum) |  |  |
| Uprights are plumb (vertical) and securely braced to prevent swaying |  |  |
| The scaffold is tied off and secured to a stable structure |  |  |
| All open sides above 10 feet must have guardrails or personal fall arrest system. |  |  |
| Guardrail supports are no more than 8 feet apart |  |  |
| All open sides above 10 feet have a 4 inch high toe-board |  |  |
| Ladders for access extend 3 feet above the platform and are securely attached |  |  |
| No work is performed during inclement conditions |  |  |

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| **Aerial Lifts** | **Acceptable** | **Addressed by action**  **taken** |
| Aerial lifts are operated by a trained and qualified person in accordance with manufacturer’s instructions |  |  |
| Aerial lifts are in good repair and inspected by a competent person prior to use |  |  |
| All open sides have a guardrail with a midrail or full enclosure |  |  |
| Operators use a body harness with lanyard attached to the boom or basket |  |  |
| Follow manufacturer recommendations |  |  |
| Aerial lifts are properly stabilized on firm, level surfaces and away from hazards |  |  |
| Lifts are operated at least 10 feet away from energized overhead power lines |  |  |
| Brakes are set and wheels chocked when on an incline |  |  |
| Outriggers are used, if provided |  |  |
| Load limits are not exceeded |  |  |

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| **Personal Fall Restraint Systems**  (Including Positioning Systems) | **Acceptable** | **Addressed by action**  **taken** |
| Workers are trained on proper use and care of fall restraint systems |  |  |
| Workers are using an approved safety harness and equipment that have been inspected for wear, damage, and deterioration prior to use |  |  |
| Defective components are removed from service |  |  |
| The anchorage or connection point and lanyard and/or lifeline are approved and capable of withstanding at least 3,000 pounds per attached worker |  |  |
| The fall restraint system will prevent the worker from falling downward |  |  |
| Positioning devices are set up so a worker cannot free fall more than 2 feet |  |  |

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| **Personal Fall Arrest Systems** | **Acceptable** | **Addressed by action** **taken** |
| Workers are trained on proper use and care of fall arrest systems |  |  |
| Workers are using an approved safety harness and equipment inspected for wear, damage & deterioration prior to use. Defective components are removed from service. |  |  |
| The anchorage or connection point and lanyard and/or lifeline are approved and capable of withstanding at least 5,000 pounds per attached worker |  |  |
| The fall arrest system will limit the maximum arresting force to 1,800 pounds |  |  |
| The system is rigged so a worker cannot fall more than 6 feet nor contact a lower level or hazard |  |  |
| Anchorages are designed, installed & used under the supervision of a qualified person |  |  |

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| **Personal Fall Arrest Systems** | **Acceptable** | **Addressed by action taken** |
| Horizontal and vertical lifelines are designed, installed, and used under the supervision of a Qualified person |  |  |
| Vertical lifelines can be locked in both directions & are protected from cuts or abrasion |  |  |
| Self-retracting lifelines or lanyards that limit free falls to 2 feet or less are designed to withstand a force of 3,000 pounds, fully extended |  |  |
| Lanyards, lifelines, and harnesses are made of synthetic fibers |  |  |
| Snap hooks are locking type designed to prevent disengagement |  |  |

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| **Fall Arrest Rescue Equipment** | **Acceptable** | **Addressed by action**  **taken** |
| Fall arrest rescue equipment and procedures are in place when fall arrest equipment are used |  |  |
| Adequately trained personnel, rescue equipment and plans are available and in place to rescue a worker of a fall arrest |  |  |
| First aid equipment is available onsite |  |  |

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| **Warning Line Systems** | **Acceptable** | **Addressed**  **by action taken** |
| A qualified person shall evaluate the use of a warning line system is compliant with 1925.502(f) prior to use and work being performed |  |  |
| The warning line is erected around all sides of roofing work areas, 6 feet from the roof edge (with mechanical equipment use the perpendicular distance is 10 feet) All other trades would be 15 feet from the roof edge (See Letter of Interpretation) |  |  |
| The warning line is installed parallel to the leading edge |  |  |
| The rope, wire or chain is within 34 to 39 inches from the walking surface and is flagged at 6-foot intervals with a highly visible material |  |  |
| The rope, wire, or chain has a tensile strength of at least 500 pounds |  |  |
| Stanchions are capable of resisting 16 pounds horizontal, outward force at the top |  |  |
| The line is erected in such a way that pulling on one section will not result in slack being taken up in adjacent sections before the stanchion tips over. |  |  |

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| **Controlled Access Zones** | **Acceptable** | **Addressed by action** **taken** |
| A qualified person shall evaluate the use of a warning line system is compliant with 1925.502(g) prior to use and work being performed |  |  |
| The control line is erected around all sides of roof work areas, at least 6 to 25 feet from the roof edge (exception is 60 feet for precast concrete erection) COMBINED with 113 |  |  |
| The control line is installed parallel to the leading edge |  |  |
| The line is within 39 to 45 inches (50 inches for overhand bricklaying) from the walking surface and is flagged at 6-foot intervals with a highly visible material |  |  |

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| **Controlled Access Zones** | **Acceptable** | **Addressed by action taken** |
| The line has a tensile strength of at least 200 pounds |  |  |
| For overhand bricklaying, the control line is 10 to 15 feet from the working edge, with only bricklayers permitted within the enclosed area(s) |  |  |
| When a guardrail must be removed for overhand bricklaying, only that portion of the guardrail necessary for that day of work is removed |  |  |

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| **Safety Monitoring Systems for Low-Slope Roofs**  (FOR ROOFING WORK ONLY) | **Acceptable** | **Addressed by action** **taken** |
| Before considering use of safety monitoring, all four priority fall protection controls 1 to 4 were evaluated and deemed not feasible by a qualified person |  |  |
| A trained and competent person (in the recognition of fall hazards) is designated to monitor workers and has no other duties to distract them from that function |  |  |
| The monitor is present on the same walking or working surface as the workers |  |  |
| The monitor is close enough to see and speak directly with workers |  |  |
| Mechanical equipment is not being used or stored in monitoring areas |  |  |
| All affected workers are trained on the fall hazards, warnings, and procedures |  |  |

Corrective Actions Taken:

# LADDER INSPECTION FORM

Inspection date: Inspection completed by:

If items 1-9 and 11 are unchecked, then mark ladder as defective/damaged with a “Do Not Use” tag or similar until repaired.

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| **Item** | **1** | **2** | **3** | **4** | **5** | **6** |
| Ladder ID number |  |  |  |  |  |  |
| Size, Type, Construction |  |  |  |  |  |  |
| 1. Warning labels legible |  |  |  |  |  |  |
| 2. No broken or missing rungs |  |  |  |  |  |  |
| 3. No broken, split, or missing rails |  |  |  |  |  |  |
| 4. No corrosion |  |  |  |  |  |  |
| 5. Safety feet intact and operational |  |  |  |  |  |  |
| 6. No loose bolts/rivets |  |  |  |  |  |  |
| 7. No cracks in fiberglass or wood |  |  |  |  |  |  |
| 8. No deformation/dents in rails/bracing |  |  |  |  |  |  |
| 9. Locking bar/ device operational |  |  |  |  |  |  |
| 10. Repairs made during inspection |  |  |  |  |  |  |
| 11. Ladder in good condition & can be used |  |  |  |  |  |  |