

HEIGHT SAFETY SYSTEM CHECKLIST

Owners, managers, or Persons in Charge of a Business or Undertaking (PCBU) have an obligation under the Workplace Health and Safety Act to ensure that any height safety system is fit for use and used by suitably trained personnel.

The following checklist offers guidelines that outline the minimum standard for new installations.

SYSTEMS INSTALLATIONS AND RECERTIFICATION	PASS	FAIL
Installers		
Are the installers trained to work at height?	<input type="checkbox"/>	<input type="checkbox"/>
Are the system installers trained and experienced in the installation of individual manufacturer's anchors and systems?	<input type="checkbox"/>	<input type="checkbox"/>
Have you seen evidence of installer training by the manufacturer?	<input type="checkbox"/>	<input type="checkbox"/>
Do the system installers have the appropriate builder's licenses to install height safety systems?	<input type="checkbox"/>	<input type="checkbox"/>
Documents		
System operating manuals must be supplied and contain the following:		
System layout identifying areas of building or structure that will be accessed by the safety system. That is, an anchorage plan or rigging layout.	<input type="checkbox"/>	<input type="checkbox"/>
Identified "no-go" zones, such as fragile surfaces or telecommunication equipment.	<input type="checkbox"/>	<input type="checkbox"/>
System component identification and rating.	<input type="checkbox"/>	<input type="checkbox"/>
System component testing documentation in compliance with Australian Standard 5532-2013.	<input type="checkbox"/>	<input type="checkbox"/>
System user instruction and competency requirements.	<input type="checkbox"/>	<input type="checkbox"/>
System specific PPE requirements such as specific lanyard lengths.	<input type="checkbox"/>	<input type="checkbox"/>
Inspection and certification period.	<input type="checkbox"/>	<input type="checkbox"/>
Engineering certification of any structure that will be used as a part of the safety system.	<input type="checkbox"/>	<input type="checkbox"/>

Access	PASS	FAIL
Is there safe access to the system?	<input type="checkbox"/>	<input type="checkbox"/>
Can you reach the anchor system safely?	<input type="checkbox"/>	<input type="checkbox"/>
Is the layout or rigging plan suitable for the required tasks? (such as gutter access)	<input type="checkbox"/>	<input type="checkbox"/>
Are there fall hazards on the path to the system? (such as brittle surfaces, Laserlite and voids)	<input type="checkbox"/>	<input type="checkbox"/>
Identification		
A compliance plate shall be displayed at each entry point to the static line system. This plate must include the following information:		
The manufacturer's or installer's name and the installation date.	<input type="checkbox"/>	<input type="checkbox"/>
A unique identification number.	<input type="checkbox"/>	<input type="checkbox"/>
An instruction that a personal energy absorber or a fall arrest device with energy absorbing properties is used.	<input type="checkbox"/>	<input type="checkbox"/>
Any special instructions for use, including the number of users allowed on the system or on any one span at once.	<input type="checkbox"/>	<input type="checkbox"/>
Servicing requirements and instructions, together with inspection and servicing intervals and the dates on which they are to be carried out.	<input type="checkbox"/>	<input type="checkbox"/>
The month and year by which the system should be taken out of service unless it has been re-certified by a competent person in accordance with manufacturer's instruction as safe for continued use. (This date must not be more than 10 years from the date of original installation, nor more than 5 years from any subsequent re-certification.)	<input type="checkbox"/>	<input type="checkbox"/>
The plate must be made from tamper-resistant material and installed so as to retain the information in legible condition for the expected life of the installation.	<input type="checkbox"/>	<input type="checkbox"/>

Inspections	PASS	FAIL
Are the inspectors trained to work at height?	<input type="checkbox"/>	<input type="checkbox"/>
Are the system inspectors trained and experienced in the inspection of individual manufacturer's anchors and systems?	<input type="checkbox"/>	<input type="checkbox"/>
Have end terminal swaged fittings and swageless fittings been load tested?	<input type="checkbox"/>	<input type="checkbox"/>
Have the swage load tests been recorded?	<input type="checkbox"/>	<input type="checkbox"/>
Have the individual anchors been proof loaded where required?	<input type="checkbox"/>	<input type="checkbox"/>
Is the substrate in good condition? (such as the roof sheet)	<input type="checkbox"/>	<input type="checkbox"/>

WORKING AT HEIGHT IS DEFINED AS A HIGH-RISK ACTIVITY.

Owners and operators must ensure that any contractors or others who are going to be using a height safety system meet the following criteria.

USE OF SYSTEMS BY CONTRACTORS	PASS	FAIL
Training		
Are the contractors trained to work at height?	<input type="checkbox"/>	<input type="checkbox"/>
Are the contractors trained in Fallen Worker Rescue procedures if required?	<input type="checkbox"/>	<input type="checkbox"/>
Documents		
Has a site visit been conducted to assess the risks associated with using the height safety system?	<input type="checkbox"/>	<input type="checkbox"/>
Has the contractor developed a SWMS to ensure supervisors, workers and any other persons at the workplace understand the requirements that have been established to carry out the high risk work in a safe and healthy manner?	<input type="checkbox"/>	<input type="checkbox"/>

USE OF SYSTEMS BY CONTRACTORS	PASS	FAIL
Have you reviewed the SWMS to ensure that it adequately controls the risks associated with your site?	<input type="checkbox"/>	<input type="checkbox"/>
Does the contractor coming on site have suitable public liability insurance?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a documented rescue plan that doesn't rely on calling 000?	<input type="checkbox"/>	<input type="checkbox"/>
Use Of System		
Is the equipment the contractors are using in current test date?	<input type="checkbox"/>	<input type="checkbox"/>
Does the equipment the contractors are using match user manual recommendations?	<input type="checkbox"/>	<input type="checkbox"/>
Have appropriate exclusion zones been established?	<input type="checkbox"/>	<input type="checkbox"/>
Is the risk of dropped tools or other objects being adequately controlled?	<input type="checkbox"/>	<input type="checkbox"/>
Is adequate supervision of any person working at height being provided?	<input type="checkbox"/>	<input type="checkbox"/>

KEEP YOUR RISK MANAGEMENT SYSTEMS EFFECTIVE & LEGALLY COMPLIANT

- Ensure you're risk management compliant
- Professional audit by qualified professionals
- Realistic solutions that meet compliance and improve safety

Call Height Dynamics on **07 3862 2553** to arrange a safety process audit