

# INDUSTRIAL ROPE ACCESS CHECKLIST

## FOR ROPE SUSPENSION WORK

This is a site checklist that may be freely used by the Rope Access Team Leader before each building activity. It should be kept at the worksite and produced when requested by the building manager or an authorised officer.

<b>Date:</b>	<b>Time:</b>
<b>Employer:</b>	<b>Team Leader:</b>
<b>Location of work site:</b>	<b>Activity being undertaken:</b>
<b>Health &amp; Safety Rep:</b>	<b>Building Manager:</b>

		YES	NO	N/A
<b>SITE ASSESSMENT</b>				
<b>1</b>	Has a risk assessment been undertaken for the task being performed? Either a site specific or generic risk assessment must have been conducted prior to work commencing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2</b>	Does the risk assessment consider weather observations and forecasts, emergency response, site specific hazards and communications and are the risks controlled so far as is reasonably practicable? The hierarchy of control must be used when controlling risk.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3</b>	Are all team members assigned to work within their SPRAT/IRATA core competency level? All workers must be trained and competent for the tasks they have been assigned. (see site classification below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4</b>	Have all team members provided a copy of their SPRAT/IRATA certificate of competency for the building manager? Building managers are responsible for employing only properly trained staff.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5</b>	Have all team members received an adequate briefing at the site prior to commencing work? Employees must be consulted on any matter that may affect their health or safety.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6</b>	Have all areas of public or trades access to the base and anchorage locations of the work site (including balconies) been suitably signed and barricaded? Note, council permits required in some cases. Either a site specific or generic risk assessment must have been conducted prior to work commencing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

YES	NO	N/A
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SITE ASSESSMENT		YES	NO	N/A
<b>7</b>	Has a rescue method been considered and agreed with team (this should include emergency contacts)?  Supervisor is responsible to ensure a prompt method of rescue is available. In some cases this may include use of a pre-rigged rescue system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>8</b>	Is there a first aid kit on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WORK METHOD		YES	NO	N/A
<b>9</b>	Are two independently anchored ropes being used for each person?  A safety line as well as a working line must be attached by each worker before they suspend themselves. Both lines should be of the same diameter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>10</b>	Will the primary anchors sustain a force of 12 kN?  If there is any doubt, an engineer is to make the assessment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11</b>	Do the ropes reach the ground or a suitable landing site and are stopper knots tied?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Is sufficient padding of edges used to eliminate the chance of rope damage?  Such devices may include padding, protective sleeves or a roller system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>13</b>	Are deviation/diversion anchors of adequate strength?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>14</b>	Are instructions available for any proprietary anchor systems being used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PERSONAL SPECIFIC		YES	NO	N/A
<b>15</b>	Are access workers all wearing suitable harness including shoulder straps?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>16</b>	Do the descender devices have a “dead man” hands off function?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>17</b>	Are suspended workers able to communicate with another person at all times?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>18</b>	Have operators checked equipment condition before use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>19</b>	Are all tools secured to prevent dropping?  All tools shall be secured by means of a line of sufficient length and strength to permit their satisfactory use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>20</b>	Are all tools over 8 kg in weight independently suspended using a separate line?  Under no circumstances are tools to be attached to the worker’s secondary safety system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

YES	NO	N/A
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### PERSONAL SPECIFIC

<b>21</b>	Is there rope protection in the case of cutting or grinding works? Such devices may include steel lanyards, plastic rope sleeves and hot-work blankets.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>22</b>	Do all personnel have sufficient safety and protective equipment for their tasks? A suitable helmet with chin strap shall be used in all situations. Gloves, protective and wet weather clothing, footwear.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### FURTHER CONSIDERATIONS

<b>23</b>	Is there rigging or lifting works involved? Rigging work involves the use of mechanical load shifting equipment and associated gear to move, place or secure a load including plant, equipment or members of a structure to ensure the stability of those members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>24</b>	Are your selected contractors licensed and insured for lifting? A Rope Access licence is NOT a rigging licence. Rigging work must be performed by a rigger with a high-risk work license.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>25</b>	Has suitable structural engineering inspection been performed by RPEQ prior to lifting?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>26</b>	Has a separate set of SWMS been supplied for the lifting or rigging task?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## SITE CLASSIFICATION AND SUPERVISION REQUIREMENTS

### Simple or Basic Site

- Require a minimum of SPRAT Level 2 or IRATA Level 3 supervisor
- Clear descent and ascent paths
- Must be able to rescue and injured worker vi-a descent to safe zone
- Only within urban environments with Emergency services immediate response
- No deviations or diversion greater than 20 degrees
- Must maintain visual and verbal contact at all times

### Advanced or Complex Sites

- Require a SPRAT or IRATA Level 3 supervisor
- Site may require more complex rope system set up
- Involves multiple trades including rigging lifting works such as installation of sky signs
- Confined space works
- Under deck above water such as a working position where a direct descent rescue is not possible
- Obstacles are located within the rescue pathway and where hauling the injured person may be required

## LEGISLATION AND FURTHER INFORMATION

- A** Occupational Health and Safety Act 2004
- B** Occupational Health and Safety (Prevention of Falls) Regulations 2003
- C** WorkSafe publication, Prevention of Falls in General Construction (Code of Practice No.28, 2004)
- D** ISO 22846 Personal Equipment for Protection Against Falls - Rope Access Systems
- E** SPRAT (Society of Professional Rope Access Technicians) [www.sprat.org](http://www.sprat.org)

## COPIES (WHERE (OR IF) APPLICABLE)

Copies	Signature
Building Manager	
Employer / Supervisor	
Health & Safety Representative / Team Members	

## SITE ISSUES

Item	Issue	Recommendation	Actioned

## DIFFICULT ACCESS?

### CALL HEIGHT DYNAMICS ROPE EXPERTS FOR A FREE SITE EVALUATION

Difficult access is our specialty. We see complex problems as an opportunity to do our best work.

Call Height Dynamics on **07 3862 2553** for a free site evaluation

