

WORKING AT HEIGHTS PRE-TASK CHECKLIST

Area:	Company/Dept		
Date:			
BEFORE YOU START ANY TASK, CONSIDER THE POTENTIAL FOR DROPPED OBJECTS AND FALL FROM HEIGHT			
	YES	NO	N/A
<u>Prevention of Dropped Objects</u>			
Will tools, equipment or other objects be used while working at height on this activity?			
If tools, equipment, or other objects will be used while working at height, are methods to prevent dropped objects in place. (e.g., safety net, fire blanket, tool lanyards, S-hooks, fish buckets etc)?			
Is barricading sufficient beneath the work area and signage in place? Ensure the exclusion zone is sufficient?			
Is the barricaded zone kept clear of other personnel to prevent Line of fire injuries?			
Have you notified personnel working below the work area?			
Are there material lying on the edges or full fish buckets on the platform?			
Does Scaffolding have fully secured boarding to prevent the dropping of items between floorboards			
Is scaffolding fitted with toe boards to prevent objects from falling off the sides.			
<u>Prevention of Falling from Height</u>			
Are you working off a scaffold platform?			
Have you checked the colour of the tag attached to the scaffold? These should be close to the scaffold ladder.			
When work is being performed on scaffolding, is the scaffold tag inspection up to date for the shift?			
If the tag is orange in colour, do you have a safety harness on?			
Have you checked the condition of your safety harness?			
Are you 100% tied off? i.e. at least 1 hook secured when working on an orange tagged scaffold.			
Does your work involve rope access? Do you require a life line?			
Has the life line been approved and checked?			
Do you have an adequate tie off point?			
Has the tie off point been checked and deemed safe to use?			
<u>Lifting and Hoisting</u>			
Does the work involve lifting and hoisting?			
Is this being executed by a competent person?			
Is barricading beneath the work area sufficient? Ensure the exclusion zone is sufficient?			

SAPREF Business Management System

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Is signage in place for the barricading to alert others to the activity?			
Are you using Load bearing scaffold (blue tagged) for keeping Heavy equipment and rigging equipment?			
Does rigging equipment have the correct colour coding?			
Are we using rope for rigging?			
Is the rope in good condition?			
Are the rigging ropes secured at one end and rope length managed to prevent free fall of tool bags /equipment?			
Is there a lift plan for the activity?			
Are there any co inciding activities that may impact you?			
<u>Excavations</u>			
Are you working at a level where you can be affected by falling objects?			
Is there solid barricading around the excavation?			
Do you have safe access in and out of the excavation?			
Do you require the use of a lifeline?			
Are there edges of the excavation clear of objects/tools that could result in a falling object?			
<u>COMMENTS:</u>			

References (Records, Internal/External References)

Record/Doc. ID	Title
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