Fall Protection Self-Audit Checklist

**Employee conducting audit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Department/unit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Instructions****: Complete the applicable sections of this checklist when performing an annual self-audit of your fall protection program. If a question does not apply, mark “NA” and move to the next question. Note the item number and deficiencies at the end. Refer to the UW* [*Fall Protection Program Manual*](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf) *(linked at the top of each section) for more information.*

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| **General Fall Protection Requirements (**[**pages 13-26**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=13)**)** | | **Yes** | **No** | **NA** |
| 1 | Are personnel exposed to a fall hazard when working or walking on elevated surfaces at heights at or above 4 feet? *If not, the following questions do not have to be answered.* |  |  |  |
| 2 | Does each task performed at elevated surfaces at 10 ft or above have a Fall Protection Work Plan? |  |  |  |
| 3 | Has the role of qualified and competent person been assigned in the department/unit? |  |  |  |
| 4 | Are fall protection work plans reviewed by competent person and supervisor/lead? |  |  |  |
| 5 | Have workers exposed to fall hazards taken appropriate fall protection training? |  |  |  |
| 6a | Are there tasks performed above or adjacent to dangerous equipment, hazardous materials, or conditions? |  |  |  |
| 6b | Are there tasks performed near holes into which an employee can trip, step into, step through, or where there are impalement hazards? |  |  |  |
| 6c | If yes, for tasks described in 6a or 6b, has fall protection been provided? |  |  |  |

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| **Fall Protection Equipment, Certifications, and Inspections (**[**pages 26-30**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=26)**)** | | **Yes** | **No** | **NA** |
| 7a | Is fall protection equipment utilized? *If not, the following questions do not have to be answered.* |  |  |  |
| 7b | Is fall protection equipment stored in secure, dry environments, free of exposure to fumes or corrosive environments that can damage the equipment? |  |  |  |
| 7c | Is fall protection equipment visually inspected before each use? |  |  |  |
| 7d | Are fall protection equipment annual inspections documented and completed by a competent person? |  |  |  |
| 7e | Is fall protection equipment cleaned to manufacturers specifications? |  |  |  |
| 7f | Has impact loaded fall protection equipment been removed from service and inspected by a competent person? |  |  |  |
| 8 | Are all utilized anchors load tested and/or certified or by a licensed professional engineer, at installation? |  |  |  |
| 9 | Are all utilized anchor points and completed equipment installations inspected by a competent person? |  |  |  |
| 10 | Are inspections and testing records documented following all major alterations to anchor points and completed equipment installations? |  |  |  |

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| **Walking Working Surfaces (**[**pages 31-32**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=31)**)** | | **Yes** | **No** | **NA** |
| 11 | Are surfaces kept clean, orderly, and sanitary condition? Walking-working surfaces include, but are not limited to, floors, the ground, roofs, ramps, bridges, runways, stairs, dock boards, formwork, and concrete reinforcing steel |  |  |  |
| 12 | Are surfaces routinely inspected, maintained, and repaired as needed? |  |  |  |
| 13 | Do employees have safe access and egress to and from the surface? |  |  |  |

| **Ladders (**[**pages 33-42**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=33)**)** | | **Yes** | **No** | **NA** |
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| 14 | Are ladders used to perform tasks? *If not, the following questions do not have to be answered.* |  |  |  |
| 15 | Is there an assigned competent person who identifies and monitors locations, activities, and tasks where ladders are used and fall protection systems may be required? |  |  |  |
| 16 | Are documented ladder inspections performed annually by a competent person? |  |  |  |
| 17a | Are there ladder related tasks performed at or above 10 ft from the floor where both hands are occupied with a task and or, are there ladder related tasks performed at or above 24 ft from the floor? |  |  |  |
| 17b | Are fall protection work plans relating to tasks in 22a prepared and reviewed by competent person? |  |  |  |
| 17c | Do employees have access to fall protection equipment for ladders relating to tasks in 22a? |  |  |  |
| 18 | Is there a program to replace fixed ladders with cages or wells with ladder safety devices prior to 2036? |  |  |  |
| 19 | Have employees read and understood portable and fixed ladder procedures, fall protection controls, systems, procedures, and work plans? |  |  |  |
| 20 | Have employees taken ladder safety training for working at height and near fall hazards? |  |  |  |

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| **Scaffolds (**[**pages 43-45**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=43)**)** | | **Yes** | **No** | **NA** |
| 21 | Does your team utilize scaffolding? *If not, the following questions do not have to be answered.* |  |  |  |
| 22 | Has a qualified person and competent person been assigned to tasks relating to scaffolding? |  |  |  |
| 23 | Has the competent person been trained by a qualified person or training company in scaffolding and fall protection? |  |  |  |
| 24 | Is the scaffolding designed and constructed per the Manufacturer’s instructions? |  |  |  |
| 25 | Does competent person inspect scaffolding to ensure safety before use, daily or before each shift? |  |  |  |
| 26 | Does a competent person supervise erection, dismantling, moving, and alteration of scaffolding? |  |  |  |
| 27 | Does a qualified or competent person review anchor pull tests for scaffolding fixed to a structure? |  |  |  |
| 28 | Does the employee working on scaffolds been trained in scaffold systems, fall protection controls and systems, procedures, and fall protection work plans? |  |  |  |
| 29 | Do employees wear appropriate fall protection equipment when erecting and dismantling scaffold and where guardrails are not installed during use? |  |  |  |
| 30 | Is there a written fall protection work plan for erecting and dismantling scaffolds or using scaffolds when guardrails are not in place for heights at or above 10 feet? |  |  |  |

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| **Mobile Elevated Work Platforms (MEWPs) (**[**pages 46-48**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=46)**)** | | **Yes** | **No** | **NA** |
| 31 | Are mobile elevated work platforms (MEWPs) used for conducting work activities? *If not, the following questions do not have to be answered.* |  |  |  |
| 32 | Has a competent person been assigned and trained in MEWPs? |  |  |  |
| 33 | Is a competent person identifying and monitoring locations, activities, and tasks where fall protection is required? |  |  |  |
| 34 | Are inspections of MEWPs completed annually and documented by a competent person? |  |  |  |
| 35 | Have employees using MEWPS been trained, experienced, and knowledgeable on MEWPs? |  |  |  |
| 36a | Are tasks performed with vehicle mounted aerial devices, manually propelled and self-propelled elevating work platforms, or boom supported elevating work platforms? |  |  |  |
| 36b | Is there a fall protection workplan for any of the scenarios in 40a where worker’s feet leave the platform? |  |  |  |
| 36c | Do employees wear appropriate fall protection equipment regardless of height and following manufacturer’s recommendation for fall protection relating to tasks in 40a? (disregard manually propelled and self-propelled elevating work platforms if not required by manufacturer) |  |  |  |
| 37 | Do employees inspect MEWPs prior to each use? |  |  |  |

| **Roof Activities (**[**pages 49-52**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=49)**)** | | **Yes** | **No** | **NA** |
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| 38 | Are employees exposed to a fall hazard when conducting roofing activities? Refer to [trigger heights](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=12) (pg. 12-13) for types of roof and roof activities? *If not, the following questions do not have to be answered.* |  |  |  |
| 39 | Do all steep slope roof (4:12) work tasks have personal fall restraint or personal fall arrest systems? |  |  |  |
| 40a | For roof tasks performed at or above 6ft (construction) or 4ft (general industry) is fall protection equipment utilized? |  |  |  |
| 40b | Is there a fall protection workplan for roof tasks performed at or above 10ft where fall restraint or fall arrest is required? |  |  |  |
| 41 | Do employees have appropriate protection from skylights, roof hatches and roof openings that are 4ft or more above ground level through some form of guarding, barrier, or screen? |  |  |  |
| 42 | Is there fall protection provided for access to mechanical equipment at heights at or above 30 inches and within 10 feet from an unguarded roof edge? |  |  |  |
| 43 | Is the roof access permit completed for all roof activities performed by contractors or other unauthorized personnel? |  |  |  |

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| **Specific Activities (**[**pages 53-54**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=53)**)** | | **Yes** | **No** | **NA** |
| 44 | Are personnel performing work on high voltage electrical work, telecommunication, tree work, excavations or theater or performance arts? *If not, the following questions do not have to be answered.* |  |  |  |
| 45 | Are job hazard analysis (JHAs) or standard operating procedures (SOPs) developed for these specific activities that address fall hazards and the required safeguards to prevent falls? |  |  |  |
| 46 | Has a competent person been identified and reviewed the fall protection requirements for specific activities where a fall hazard is present and ensure the requirements align with the UW Fall Protection Program? |  |  |  |
| 47 | Are personnel performing specific activities where a fall hazard is present been trained on the JHA or SOP and the UW fall protection training? |  |  |  |

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| **Window Cleaning and Suspended Maintenance Operations (**[**pages 55-59**](https://www.ehs.washington.edu/system/files/resources/fall-protection-program-manual.pdf#page=55)**)** | | **Yes** | **No** | **NA** |
| 48 | Are personnel performing window cleaning and suspended maintenance related work? *If not, the following questions do not have to be answered.* |  |  |  |
| 49 | Have the roles of qualified person and competent person been assigned to these tasks? |  |  |  |
| 50 | Does a qualified person certify, and annually inspect anchorage systems and document results? |  |  |  |
| 51 | Do all anchors have an engineered recertification report, not to exceed 10 years from initial installation? |  |  |  |
| 52 | Has a competent person received specialized training from qualified person or training company in fall protection? |  |  |  |
| 53 | Does competent person inspect anchors before each use? |  |  |  |
| 54 | Are fall protection work plans present for all window washing operations? |  |  |  |
| 55 | Do fall protection work plans for rope descents over 130 feet address additional hazards and stabilization methods? Rope descent systems are not to be used for descents over 300 feet. |  |  |  |
| 56 | Are employees trained for the procedures for safely performing window cleaning and suspended maintenance operations, working at heights and near fall hazards, and proper use of work platforms and fall protection equipment? |  |  |  |

| **Item #** | **Comments/Action Items** |
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