



Health, Safety,
Environmental & Quality

Falls Emergency Rescue Plan

Table of Contents

Section 1 Introduction	3
1.1 Definitions	3
1.2 References and Applicable Documents	3
1.2.1 References.....	3
1.2.2 Standards and Guidelines.....	3
1.3 Review Procedure.....	4
1.4 Document Control	4
1.4.1 Amendment Record Register.....	4
Section 2 Falls Emergency Rescue Plan	5
2.1 Assembly, Maintenance and Inspection Procedures	6
2.2 Pre-Planning Checklist.....	8
2.3 Site-specific Falls Rescue Plan.....	9

Disclaimer: This document contains material to assist in addressing Occupational Health and Safety management obligations. Although every effort has been made to ensure the accuracy of this information at the time of publication, it is provided as guidance only. It does not provide legal advice on meeting your obligations.

Section 1 INTRODUCTION

Emergency procedures will be put in place and rehearsed for the site. Specific rescue procedures will be documented wherever fall arrest systems are put in place.

Vertec Roofing Pty Ltd requires all relevant persons to adhere to the contents of this plan. Failure to comply with the requirements of the plan will lead to disciplinary action, which may include possible dismissal, loss of contract and legal action for severe breaches.

1.1 Definitions

Mechanically Assisted Rescue: The act of safely retrieving a person who has fallen using mechanical means.

Rescue Plan: A pre-planned documented procedure to safely retrieve a person who has fallen and is suspended in a full-body harness. The plan may include self-rescue or mechanically aided rescue.

Suspension Trauma or orthostatic shock: Occurs when a person is suspended in an upright position for an extended period while wearing a fall arrest harness. Can lead to the development of presyncopal symptoms and loss of consciousness.

1.2 References and Applicable Documents

1.2.1 References

Act and Regulations: NSW & ACT

- NSW Work Health and Safety Act 2011 and Regulation 2017
- ACT Work Health and Safety Act 2011 and Regulation 2011

Codes of Practices:

- First Aid in the workplace code of practice 2020
- Hazardous manual tasks code of practice 2019
- How to manage work health and safety risks code of practice 2019
- Managing noise and preventing hearing loss at work code of practice 2019
- Managing the risk of falls at workplace code of practice 2019
- Managing risks of hazardous chemicals in the workplace code of practice 2019

Managing the risks of plant in the workplace code of practice 2019 Work health and safety consultation, co-ordination, and co-operation code of practice 2019

1.2.2 Standards and Guidelines

ISO 45001:2018 Occupational Health and Safety Management Systems.

Industrial fall-arrest systems
AS/NZS 1891.1:2007 Industrial fall-arrest systems and devices - Harnesses and ancillary equipment
AS/NZS 1891.2:2001 Industrial fall-arrest systems and devices - Horizontal lifeline and rail systems
AS/NZS 1891.2 Supp 1:2001 Industrial fall-arrest systems and devices - Horizontal lifeline and rail systems - Prescribed configurations for horizontal lifelines (Supplement to AS/NZS 1891.2:2001)
AS/NZS 1891.3:2020 Personal equipment for work at height - Manufacturing requirements for fall-arrest devices
AS/NZS 1891.4:2009 Industrial fall-arrest systems and devices - Selection, use and maintenance
Industrial rope access systems
AS/NZS 4488.1:1997 (R2017) Industrial rope access systems - Specifications
AS/NZS 4488.2:1997 (R2017) Industrial rope access systems - Selection, use and maintenance
Cranes, hoists and winches
AS 1418.1-2002 Cranes, hoists and winches - General requirements

1.3 Review Procedure

The Managing Directors will review the plan as required, and at least annually for long-term projects. The review schedule is directed in response to organisational and/or legislative changes and requirements. The review will be undertaken in consultation with workers, company representatives and other relevant parties. All relevant persons will be made aware of changes made as a result of the review.

This plan will be reviewed if:

- there are changes in the workplace that may affect the plan;
- the plan is not effective;
- there are legislative changes that affect the plan;
- there is a breach of this plan.

1.4 Document Control

1.4.1 Amendment Record Register

ISSUE #: 1

ISSUE DATE:

Rev. #	Date	Details		Description of Changes	Approved By
		Section #	Para. #		
1					
2					
3					
4					
5					

Section 2 FALLS EMERGENCY RESCUE PLAN

❖ Purpose

1. The purpose of this plan is to establish guidelines for responding to a fall at heights of two (2) metres and above. This plan also recognises the hazards of suspension trauma and will detail measures to prevent and/or treat suspension trauma.
2. The rescue plan will ensure rescue personnel are protected by fall protection equipment at all times during a rescue attempt and that all rescues are conducted safely and professionally.

❖ Scope

This plan will apply at all locations where personnel are conducting work where there is a risk of a fall over two (2) metres in height.

❖ Plan Application

- a. All personnel will follow the requirements of this plan; where there is a risk of a fall over two (2) metres in height;
- b. Rescue procedures will be documented wherever fall arrest systems are used;
- c. Emergency procedures will be rehearsed for the site;
- d. This plan should be included in any risk assessment or Safe Work Method Statement (SWMS) where there is a risk of a fall over 2m.;
- e. This plan will be reviewed before every new job or if conditions change at an existing site.

❖ Responsibilities

Organisation:

- a. All personnel will follow the requirements of this plan; where there is a risk of a fall over two (2) metres in height;
- b. Working at height personnel to have completed appropriate nationally accredited training and deemed competent;
- c. Rescue procedures will be documented wherever fall arrest systems are used;
- d. Emergency procedures will be rehearsed for the site;
- e. This plan should be included in any risk assessment or SWMS where there is a risk of a fall over 2m.;
- f. This plan will be reviewed before every new job or if conditions change at an existing site.

Rescue personnel:

- a. Trained and competent in rescue techniques (nationally accredited course);
- b. Training must include the use of equipment and systems used where rescue may be required, including:
 - pre-start inspection procedures;
 - installation and hazards associated with each rescue systems;
 - descent control devices;
 - secondary rescue systems;
 - dismantling and storage.
- c. Undertake to re-train at least annually or when the nature of the work, or the methods of control or rescue change to the extent that existing training is not adequate;
- d. Must not attempt any rescue outside of their training scope;
- e. Rescue personnel must be competent to assess:
 - fall hazards;
 - fall hazards to determine rescue methods;
 - applicable regulations and current standards.

Rescue Supervisor:

- a. Trained and competent in rescue techniques (nationally accredited course);
- b. Assessment of fall hazards to determine safe rescue methods;
- c. Inspection and recording of rescue equipment;
- d. Assessing rescue systems to determining when a system is unsafe;
- e. Development of fall protection rescue procedures;
- f. Selection and use of anchor points;
- g. First aid, and recognition and treatment of suspension trauma (orthostatic shock).

2.1 Assembly, Maintenance and Inspection Procedures

- a. Assembly and disassembly of all rescue equipment will be conducted as per manufacturers' recommended procedures;
- b. A copy of the manufacturer's operation manual, for all items of rescue and fall equipment used, will be kept on-site in an easily accessible location;
- c. A site-specific list of the rescue and fall equipment used will be developed by the rescue supervisor;
- d. Rescue personnel will conduct a visual and tactile inspection of all rescue and fall protection equipment at a minimum daily and before each use:
 - o any defective/damaged rescue and fall protection equipment will be tagged out and removed from service immediately;
- e. The manufacturer's recommendations for inspection and maintenance will be followed.

❖ Disciplinary Violations

All workers are expected to maintain safety to the highest standard. Safety violations may result in disciplinary consequences. The action taken will depend on the nature and circumstances of each breach and could include:

1. Termination of employment, or;
2. Re-training.

The following violations are grounds for immediate suspension or termination of employment:

- a. Failure to follow written or verbal safe work procedures;
- b. Wilful damage to equipment;
- c. Failure to wear personal protective equipment;
- d. Not using safety harnesses and lanyards when fall protection is required;
- e. Removing and/or making inoperative safety guards on tools and equipment;
- f. Tampering removing tags or locks;
- g. Removing barriers and/or guardrails and not replacing them;
- h. Failure to follow recognised industry practices;
- i. Failure to follow the rules regarding the use of equipment;
- j. Engaging in dangerous horseplay;
- k. Failure to notify hazardous situations.

Investigations:

Offending workers will be required to cooperate with any investigation. A failure to comply with such a direction may, in itself, result in disciplinary action, including termination of employment.

❖ Falls Emergency Rescue Plan Considerations

1. Identify your precise work location:
 - if the work location is remote or difficult to access, consider providing the plan (with map) to emergency services;
2. Identify potential fall scenarios;
3. Consider suitable rescue methods for each scenario;
4. Consider what rescue response may be needed and how quick responses could occur;
5. Consider what may affect the emergency response. For example:
 - atmospheric conditions (confined spaces);
 - lack of sufficient lighting;
 - expected weather conditions;
 - potential for suspension trauma;
 - potential for injuries;
 - available equipment;
6. Consider the safety risks of a 'team rescue':
 - suitable personnel available (trained rescue operators);
 - access to appropriate rescue equipment;
 - first aid;
7. Identify who will conduct the rescue:
 - team-rescue;
 - worker self-rescue;
 - emergency services;
8. Nominate a competent supervisor to monitor work at height and to identify when a rescue may be required;
9. Where a team rescue is to be undertaken, identify:
 - the exact rescue method to be used;
 - the equipment to be used;
 - where equipment will be 'laid out' (i.e. staging area);
 - define responsibilities - Who will lead the rescue and who will participate in the rescue;
 - what communication methods will be used during the rescue;
10. Identify how the team will communicate with emergency services;
11. Communicate the rescue plan to all relevant parties.

2.2 Pre-Planning Checklist

Completed by:

Date:

POTENTIAL HAZARD	Y	N	N/A	COMMENTS
Has a risk assessment been developed for this task?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has rescue and fall protection planning been conducted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have alternatives to using fall arrest equipment been considered? (using the hierarchy of controls)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is equipment adequate for the rescue plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All components compatible, good condition, meet relevant Standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Anchor points have sufficient strength for expected loads?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Anchor points assessed by competent persons before use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are all rescue personnel familiar with the rescue equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All persons trained in correct donning techniques, use, maintenance, and storage of equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have communications devices been identified and tested?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

2.3 Site-specific Falls Rescue Plan

Site Location:	Date of work:	The rescue equipment is at (enter where the equipment is kept on site e.g. site office)
Location of the closest medical facility:	Approximate response time:	
Location of closest emergency services:	Approximate response time:	
<u>Pre-work Activities:</u>	1. SWMS & risk assessment have been developed for the task	2. Pre-inspection of all rescue equipment
	3. Perform trial test of the plan	4. ?

Rescue method: Self-Rescue Assisted Self-Rescue Mechanically Aid Assisted Rescue Aerial Work Platform Assisted Rescue
 Mobile Crane Supported Platform Assisted Rescue Crane as an Anchorage Point Other?

Emergency Response ➤ Call 000 ➤ Notify Emergency Fall Rescue Team ➤ Notify Emergency First Aid/CPR personnel ➤ Notify Site Manager

Indicate rescue equipment that will be provided (equipment must meet relevant standards):

<input type="checkbox"/> Fibre rope	<input type="checkbox"/> Vertical rescue & escape system	<input type="checkbox"/> Self-retractable lifeline	<input type="checkbox"/> Winch system
<input type="checkbox"/> Rescue rope	<input type="checkbox"/> Pre-rigged control descent device	<input type="checkbox"/> Auto-stop descender	<input type="checkbox"/> Rescue knife
<input type="checkbox"/> Round sling	<input type="checkbox"/> Crane with a personnel platform	<input type="checkbox"/> Triple lock karabiner	<input type="checkbox"/> Rescue stretcher
<input type="checkbox"/> Recovery pole	<input type="checkbox"/> Karabiner (number required?)	<input type="checkbox"/> Crane as anchorage point	<input type="checkbox"/> Other? (Specify)

Provide details of communication equipment that will be used: Verbal (Face-to-face) Radio Channel (specify channel)
 phone number or other forms of communication

	Name	Course Name	Contact	Date of training
Provide details of trained rescue personnel (trained within the last 12-month period)				
Provide details of trained first aiders for rescue (trained within last 12-month period)				
Rescue Leader (Supervisor)				

Vertec Supervisor is satisfied this plan fulfils the requirements for safe emergency fall rescue on-site.

Signature: _____ Title: _____ Date: _____

Vertec Supervisor authorises the use of this emergency fall rescue plan.

Signature: _____ Title: _____ Date: _____