

FALLS PREVENTION CHECKLIST

Project Name:

Location:

Date:

Completed by:

Names of Health and Safety Representatives/ Workers involved:

POTENTIAL HAZARD	Y	N	N/A	COMMENTS
ELEVATED WORK				
EDGE PROTECTION				
Dedicated safe work instructions for installation, use and dismantle of edge protection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Engineering certification obtained where required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All components compatible, good condition, meet relevant Standards?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Appropriate strength for the task (maximum loads)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Structure (members, gutters, fascia.) able to support edge protection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Edge protection installed as per manufacturer's specifications/ safe work instructions?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Top and mid-rails and toe-boards in place and appropriate heights for working slope?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All gaps between toe boards and rails are regulation size?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Workers trained/instructed to not alter edge protection once installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk controls in place for steeper roof slopes (example: over 26 degrees)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fall protection in place for installers of edge protection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
System inspected by a competent person for handover	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
SCAFFOLD SYSTEMS				
Dedicated safe work instructions for installation, use and dismantle?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Engineering certification obtained where required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Certification for installers where the fall risk is 4m or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Appropriate strength for the task (maximum loads – live, dead, environmental)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

POTENTIAL HAZARD	Y	N	N/A	COMMENTS
Erected as per manufacturer's specifications/ safe work instructions/ plans?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sufficient clearance from overhead electric lines?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Protected from potential impact/ barricaded?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Designed to prevent items falling from the scaffold?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All debris and unnecessary materials on the scaffold are removed regularly?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Proper guardrails and toe boards are installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is material stacked correctly to prevent tipping?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Suitable access/ egress (internal ladders meet relevant Standards)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Erected on a suitable ground surface (flat, stable, even no backfill, geological surveys as required, etc.)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All persons trained to not remove or alter the system once installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
System inspected by a competent person for handover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
System inspected by a competent person after any incident that may affect its stability?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
System inspected by a competent person at least every 30 days?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A system in place to prevent unauthorised access?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A system in place to control risks from an incomplete scaffold?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Evidence obtained that supporting structures have sufficient strength?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Suitable tie-down methods used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is consideration given to loads imposed by shade material and any other scaffold attachments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A system in place to ensure permission is obtained from competent persons before alterations made?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ELEVATED WORK PLATFORMS (EWP)				
EWP serviced/maintained as per manufacturer instructions?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
EWP inspected before use /logbooks completed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Licence/Certification for operators as required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

POTENTIAL HAZARD	Y	N	N/A	COMMENTS
Instructional manuals accessible?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All controls (including emergency lowering devices) clearly labelled, tested and functional?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Protected from potential impact/ barricaded?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Used on a suitable ground surface (flat, stable, even no backfill, geological surveys as required, etc.)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sufficient clearance from overhead electric lines and other obstructions?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Safety harness and attachments point available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
No tools or equipment is stored near edges or elevated surfaces?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are tools secured on a tether?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Dedicated SWMS for task/site-includes set-up, operation, maintenance and emergency procedures?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
LADDERS				
Industrial-type with load rating 120kg or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Systems in place to ensure ladders are only used where higher-order controls are not practicable?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ladders inspected – good condition, undamaged, non-slip rungs, etc.?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ladders secured adequately (tied down top and bottom)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ladders protected from impact/ barricaded?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Procedures in place to ensure operators maintain 3 points of contact at all times?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are non-conductive ladders used for electrical work?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are hand tools secured in work belts or on tethers?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
SAFETY MESH				
Complies with relevant Standards?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Engineer specification sought where required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sufficient wire diameter?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Correct distances for longitudinal and cross wires?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fall protection provided for installers?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

POTENTIAL HAZARD	Y	N	N/A	COMMENTS
Installed correctly (as per manufacturer's instructions and relevant Codes/Standards)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fixed correctly?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Inspected by a competent person before use (no gaps, corrosion)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Safe work instructions provided for installing, use, maintenance and inspection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WORK POSITIONING / FALL ARREST SYSTEMS				
Systems meet relevant Standards?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All components compatible?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Only for the purpose, it was designed for?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Anchor points have sufficient strength for expected loads?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Anchor points assessed by competent persons before use?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Anchor points inspected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All components inspected before use?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
All persons formally trained in correct donning techniques, use, maintenance, storage, etc.?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Installed, used and maintained as per manufacturer's /SWMS instructions?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Written, rehearsed site-specific emergency rescue plan for the site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
GENERAL SITE FALLS RISKS				
Hazardous or brittle work surfaces	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Presence of skylights or other dangers?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sufficient visibility (lighting, glare etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Weather condition suitable (clear of wet, muddy work surfaces,)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Permanent access platforms/stairs etc. meet requirements of relevant Standards and Codes?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other? (Include any other relevant options – such as fall arrest platforms, Trestle Platform Ladders, Industrial Rope Access equipment and other general hazards specific to the project).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	