

# YOUR COMPANY NAME

## WORK AT HEIGHT CHECKLIST

### Working at height checklist

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#### 1. Preliminary decision-making

- Can any of the work be carried out at ground level? .....
- Are our workers competent and have they received relevant training? .....
- Are the risks from falling objects properly prevented or controlled? .....
- If an existing workplace is to be used has it been made safe to use? .....
- Is there a risk assessment for the work? .....
- Are emergency plans prepared and practiced? .....
- Is a competent person planning the work? .....
- Has the work area been surveyed for hazards, e.g. overhead power lines or unsuitable ground conditions? .....

#### 2. Fall protection measures

- If work at height is unavoidable, are the following measures in place:
  - Fixed handrails? .....
  - Access ladders? .....
  - Materials guards? .....
  - Work platforms? .....
- Is powered access equipment, e.g. mobile elevating work platforms, used? .
- Is portable equipment, e.g. ladders/steps, or mobile non-powered towers, used? .....
- Are fragile materials suitably guarded or covered? .....
- If the risk of falls can't be prevented, have we considered the following?
  - installing a fall arrest deck just below the work area? .....
  - if it's safe to use a safety net, air bags or bean bags? .....
  - if it's safe to use work positioning or fall arrest harnesses? .....

#### 3. During work at height

- Is a competent person present who can suspend work if conditions change, e.g. weather, traffic, and scope of work? .....
- Is the access equipment regularly inspected? .....
- Has a safe system of work been devised for adapting or dismantling equipment? .....
- Is the fall of materials being prevented, or the area below cordoned off? .....