

The logo of the Los Angeles Unified School District is a circular emblem. It features a central shield with a yellow sunburst at the top, a blue triangle in the middle, and a red triangle at the bottom. To the left of the shield are two stylized human figures, one yellow and one red. The shield is set against a background of a red and yellow sunburst. The words "LOS ANGELES UNIFIED SCHOOL DISTRICT" are written in a circular path around the emblem, and "BOARD OF EDUCATION" is written at the bottom.

# **LOS ANGELES UNIFIED SCHOOL DISTRICT**

## **Fall Protection Policy and Procedures**

**Office of Environmental Health and Safety**

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# **FALL PROTECTION POLICY AND PROCEDURE**

## **1.0 OVERVIEW**

Injuries from falls are a leading occupational hazard. The purpose of the Fall Protection Program is to reduce the risk of employee falls and minimize the severity of injuries if a fall occurs. This policy and procedure applies to District employees and personnel under direct District employee supervision. The Office of Environmental Health and Safety (OEHS) Fall Protection Program is developed in accordance with Title 8, California Code of Regulations, Sections 1504, 1548, 1669, 1670, 1671, 1675, 1710, 1724, 1730, 2320, 2940, 3207, and 29 Code of Federal Regulations 1910 and 1926.500-503.

The Office of Environmental Health and Safety (OEHS) has adopted a five class system to address fall protection. The five classes are organized in decreasing order based upon risk and level of knowledge required for implementation. The first three classes provide comprehensive fall protection by using physical means to eliminate the possibility of a fall. The fourth class decreases the impact of a fall when the possibility of a fall cannot be eliminated. The fifth class addresses situations for which the first four classes are not feasible or create a greater hazard than the work itself.

## 2.0 DEFINITIONS

<b>Aerial Device</b>	A vehicle-mounted or self-propelled device, telescoping extensible, articulating, or both which is designed primarily to position personnel (such as: elevate work platforms, order picker's and stock picker's mobile platforms).
<b>Anchorage or Anchor System</b>	A structure used to secure / attach a lanyard, lifeline, or deceleration device. This structure shall be capable of supporting at least 5000 pounds per employee attached, or shall be designed and certified by a Qualified Person.
<b>Hazard Elimination (Class 1)</b>	Elimination of a worker's exposure to a fall hazard by the re-designing (Engineer Out) of the process or work.
<b>Traditional Fall Protection (Class 2)</b>	A device or system of devices which eliminates a worker's exposure to a fall hazard by the use of guardrails or handrails.
<b>Fall Restraint (Class 3)</b>	A system of anchors, connectors, and body harness which may also include, lanyards, lifelines, and rope grabs to be used when a worker's exposure to a fall hazard cannot be eliminated.
<b>Fall Arrest System (Class 4)</b>	A system used to arrest an employee after a fall from a working level. It consists of an anchorage, connectors, a body harness, and may include a lanyard, deceleration device, lifeline, or combinations thereof. <b>The use of a body belt for fall arrest is prohibited.</b>
<b>Fall Protection Plan (Class 5)</b>	A plan which provides warning systems and special work methods devised by a qualified person for use when it is not possible to provide conventional fall protection using classes 1-4.
<b>Competent Person</b>	A person designated by OEHS that has completed appropriate training, is capable of identifying existing or predictable hazardous working conditions, and has authority to stop work and correct fall protection system problems.
<b>Drop Line</b>	A vertical line from a fixed anchorage that is independent of the work surface and is affixed to the lanyard.
<b>Full-Body Harness</b>	An attachment device that distributes the force of a fall by encircling the upper and lower body. The chest and/or back area must have attachment points for shock absorption. <b>Note: The fall protection system prohibits the use of body belts.</b>

<b>Guardrail</b>	Fixed horizontal member, consisting of a top rail at 42-45 inches above the surface and a mid-rail which is half the distance between the top rail and surface, capable of withstanding a horizontal force of about 200 lbs or a load of 20 lbs per linear foot.
<b>Lanyard</b>	A flexible line that secures the wearer of a harness to a drop line, lifeline, or fixed anchorage.
<b>Leading Edge</b>	The edge of a floor, roof or formwork for a floor or other walking/working surface which changes location as new sections are added.
<b>Lifeline</b>	A horizontal line (e.g. catenary line) between two fixed anchors, independent of the work surface, to which the lanyard is secured either by tying off or by means of a suitable sliding connection. For the purposes of these orders, lifelines may be vertical as well as horizontal (e.g. when used with a body harness).
<b>Qualified Person</b>	A person designated by OEHS who through training, experience, or instruction has demonstrated the ability to safely perform all assigned duties related to fall protection.

## **3.0 RESPONSIBILITIES**

### **3.1 Employees**

Employees are responsible for fall hazard recognition associated with working at elevation and, proper use, inspection, and maintenance of fall protection equipment.

### **3.2 Supervisors**

Supervisors are responsible for assessment of employee work locations for fall hazards, ensuring employees receive fall protection training and equipment, properly managing damaged fall protection equipment removed from service, and notifying Safety Officers if they require additional assistance to resolve fall protection issues.

### **3.3 Safety Officers**

Safety Officers are responsible for training supervisors in fall hazard recognition and the use of fall protection equipment, and responding to requests by District personnel for evaluation of fall protection issues.

### **3.4 Competent Person**

The Competent Person is responsible for training District personnel as necessary, responding to requests for evaluation of unique fall protection issues, evaluating and approving fall protection equipment for district use.

### **3.5 Qualified Person**

The Qualified Person is responsible for supervising the design, installation, and use of engineered anchorages where appropriate, and assisting in the development of specialized fall protection procedures where required.

## **4.0 PROCEDURES**

### **4.1 Hazard Identification**

- Supervisors shall review jobs and work locations to determine if fall protection equipment and procedures are required, and if so which class of fall protection as referenced in section 4.2 is required. Supervisors may request advice from Safety Officers and the Competent Person in making the determination of which class of fall protection is required.
- Supervisors may request the development of a specific fall protection procedure by the Competent Person, upon determination of the applicable fall protection hazard class as referenced in section 4.2.

- Supervisors and employees shall have the primary responsibility to stop all jobs that violate fall protection procedures, otherwise present a hazardous condition or an immediate hazard.

## **4.2 Fall Hazard Classification and Control**

Fall hazard control equipment and procedures shall be selected from the following five classes. Class 1 is the most preferred method of fall hazard control. Class 5 is the least preferred method of fall hazard control.

### **4.2.1 Hazard Elimination (Class 1)**

- Supervisors and employees shall first use engineering controls to eliminate fall hazards where possible.
- The Supervisor shall employ administrative controls to eliminate fall hazards where engineering controls are not adequate.

### **4.2.2 Traditional Fall Protection (Class 2)**

- Supervisors and employees shall ensure use of guardrails and handrails on elevated surfaces where fall hazard elimination is not feasible.
- Safety officers shall assist supervisors upon request to determine which work practices and work areas require the use of traditional fall protection measures.
- The Competent Person shall develop specific procedures for unique fall hazards.
- The Competent Person shall provide risk control through immediate supervision where fall protection provisions are temporarily suspended.
- Supervisors and employees have the primary responsibility to stop all jobs that violate fall protection procedures, otherwise present a hazardous condition or an immediate hazard.

### **4.2.3 Fall Restraint (Class 3)**

- Employees may use fall restraint systems during work performed from aerial devices or crane-suspended personnel platforms.
- Employees may use fall restraint systems when guardrails are not provided for:
  - Work performed from a temporary structure which presents the potential to fall more than 7 ½ feet;
  - Work performed from a flume or water channel which presents the potential to fall or slide more than 6 feet;

- Roof work performed at an elevation of 20 feet or more within 6 feet of a ledge, near an opening in the roof (such as an unprotected skylight), or on a slope of more than 4:12;
  - Rebar work (such as, fixing or placing) performed where the adjacent surface is more than 6 feet below the working height;
  - High voltage or telecommunications work performed in an elevated position (such as, on poles, towers, etc);
  - Work performed on the top three rungs/cleats of a ladder unless a firm handhold is available on a structural member;
  - Work performed in a confined space. Personnel entering any Permit Required Confined Space (PRCS) shall wear a full body harness with securely attached lanyard and lifeline, unless the equipment would increase the overall risk of entry or would not contribute to the rescue of the entrant;
  - Work performed on slippery or sloping surfaces with more than a 40 degree slope, and there is a potential to fall or slide more than 6 feet. (The system shall include an anchorage, lifeline, lanyard and full body harness at minimum, as well as non-slip tread footwear.)
- Employees shall be knowledgeable of hazards associated with working at elevations.
  - Employees shall review fall arrest equipment requirements with supervisor for jobs where traditional fall protection is not provided.
  - Supervisors shall implement interim fall protection corrective measures as needed.
  - Supervisors shall consult with the competent person if needed to provide risk control through immediate supervision where fall protection provisions are temporarily suspended.
  - Supervisors shall ensure use of a fall restraint system to restrict a worker from reaching a fall hazard.
  - Supervisors shall provide employees with appropriate fall protection equipment such as harnesses and anchor points.
  - The Competent Person shall develop specific procedures for unique fall hazards.
  - The Qualified Person shall supervise the design, installation, and use of anchorages where appropriate.
  - The Qualified Person shall assist in the development of fall protection procedures for each specific area, as needed.

- Supervisors and employees have the primary responsibility to stop all jobs that violate fall protection procedures, otherwise present a hazardous condition or an immediate hazard.

#### **4.2.4 Fall Arrest (Class 4)**

- Employees may use fall arrest systems during work performed from aerial devices or crane-suspended personnel platforms.
- Employees may use fall arrest systems when guardrails are not provided for:
  - Work performed from a temporary structure which presents the potential to fall more than 7 ½ feet;
  - Work performed from a flume or water channel which presents the potential to fall or slide more than 6 feet;
  - Roof work performed at an elevation of 20 feet or more within 6 feet of a ledge, near an opening in the roof (such as an unprotected skylight), or on a slope of more than 4:12;
  - Rebar work (such as, fixing or placing) performed where the adjacent surface is more than 6 feet below the working height;
  - High voltage or telecommunications work performed in an elevated position (such as, on poles, towers, etc);
  - Work performed on the top three rungs/cleats of a ladder unless a firm handhold is available on a structural member;
  - Work performed in a confined space. Personnel entering any Permit Required Confined Space (PRCS) shall wear a full body harness with securely attached lanyard and lifeline, unless the equipment would increase the overall risk of entry or would not contribute to the rescue of the entrant;
  - Work performed on slippery or sloping surfaces with more than a 40-degree slope, and there is a potential to fall or slide more than 6 feet. (The system shall include an anchorage, lifeline, lanyard and full body harness at minimum, as well as non-slip tread footwear.)
- Employees shall be knowledgeable of hazards associated with working at elevations.
- Employees shall review fall arrest equipment requirements with supervisor for jobs where traditional fall protection is not provided.
- Supervisors shall implement interim fall protection corrective measures as needed.

- Supervisors shall consult with the competent person if needed to provide risk control through immediate supervision where fall protection provisions are temporarily suspended.
- Supervisors shall ensure use of a fall arrest system to reduce the force of a fall when the potential for a fall cannot be eliminated.
- Supervisors shall provide employees with appropriate fall protection equipment such as harnesses and anchor points.
- The Competent Person shall develop specific procedures for unique fall hazards.
- The Qualified Person shall supervise the design, installation, and use of anchorages where appropriate.
- The Qualified Person shall assist in the development of fall protection procedures for each specific area, as needed.
- Supervisors and employees have the primary responsibility to stop all jobs that violate fall protection procedures, otherwise present a hazardous condition or an immediate hazard.

#### **4.2.5 Alternative Fall Protection (Class 5)**

- Supervisors shall ensure the use of fall protection procedures. If conventional fall protection is not feasible, or may create a greater hazard than the work itself, the following methods may be implemented:
  - (a) The Qualified Person shall develop a written Fall Protection Plan for use when fall protection is unfeasible or creates an even greater hazard than the work itself. A fall protection plan is to be used for leading edge or pre-cast concrete erection:
    - Show how workers will be protected from fall hazards;
    - Classify all locations where conventional fall protection systems cannot be used as controlled access zones and regulates them as such; and
    - Be under the direction of a competent person who can identify fall hazards and has authority to take measures to mitigate them.
  - (b) Employees shall perform certain work in a Controlled Access Zone, a specific area in which certain work may be performed without the use of guardrail, personal fall arrest/restraint, or safety net systems.
  - (c) Supervisors shall restrict access to these zones by highly visible material such as rope, wire, or tape and must:
    - Be marked every 6 feet;
    - Have a minimum 200 pound breaking strength; and

- Run the full length of the leading edge.
- (d) Supervisors shall erect a Warning Line System, a visual barrier on a roof to warn employees that they are approaching an unprotected roof side or edge, and to designate an area where roofing work may be performed without the use of a guardrail, body belt, or safety net systems.
- (e) Supervisors shall erect a Guardrail System, a physical barrier to prevent employees from falling to lower levels.
- (f) Supervisors shall ensure the use of safety nets for work performed above 25 feet of water or other surface where the use of other approved fall protection is not feasible. Safety nets must meet ANSI A10.11 (1989) or ANSI A10.11 (1979) requirements. Prior to installing a safety net, employees shall contact the Qualified Person and the Fall Protection Project Manager for details on the appropriate safety net position.
- (g) The Competent person shall develop a Safety Monitoring System to recognize and warn employees of fall hazards.
- Supervisors and employees have primary responsibility to stop all jobs that violate fall protection procedures, otherwise present a hazardous condition or an immediate hazard.

### **4.3 Equipment**

- All fall protection equipment used on District jobs must meet ANSI Z359.1 certification.
- Employees shall maintain and use equipment in accordance with manufacturer recommendations.
- Employees shall inspect fall protection and elevating equipment for safety prior to each use.
- Supervisors shall provide fall protection equipment only to employees who have received training on its use and maintenance.
- Supervisors, wherever possible, shall assemble fall protection equipment systems, using components from the same manufacturer.
- The Competent Person shall evaluate, approve and maintain a list of ANSI Z359.1 certified fall protection equipment.
- The Competent Person shall inspect fall protection equipment at M&O facilities at least twice a year in accordance with manufacturer's recommendations.

- The Supervisor and employees have primary responsibility to inspect equipment removed from service for repair, return to manufacturer, or return to service, as needed.
- The Supervisor and employees have primary responsibility to ensure fall protection equipment meets ANSI Z359.1 standards, and withstands at least 5000 pounds per employee attached.
- The Supervisor and employees have primary responsibility to remove from service equipment that has been subjected to a fall for inspection and repaired or returned to the manufacturer as needed.
- The Supervisor and employees have primary responsibility to remove from service equipment that is deemed unsafe after inspection and repaired or returned to the manufacturer as needed.

#### **4.4 Training**

- Supervisors shall ensure employees are properly trained in fall hazard recognition, fall protection equipment use, maintenance, storage and product limitations, in accordance with manufacturer, and inspection.
- Supervisors shall provide training through safety meetings, toolbox safety meetings, and new hire orientation.
- Supervisors shall ensure only trained employees are assigned to tasks where fall hazards exist.
- Safety officers shall train supervisors in hazard recognition and use of personal fall protection systems.
- The Competent Person shall train safety officers and other District personnel in hazard recognition and use of personal fall protection systems.
- The Qualified Person and Competent Person shall receive approved fall protection training.
- Fall Protection Program Manager shall establish the fall protection training curriculum, specifying exceptions to fall protection, regulatory requirements and guidelines for fall protection plans.

#### **4.5 Record Keeping**

- Supervisors shall maintain hazard awareness inspection records on-site for 3 years, after which they will be forwarded to OEHS.
- OEHS shall maintain equipment inspection records for as long as fall protection equipment remains in service.
- OEHS shall maintain training records for each employee for a minimum of the duration of employment plus three years.

**DISCLAIMER**

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