

3.4 Step By Step How to Establish, Manage and Implement a Fall Protection Program

The following is a step by step procedure for establishing managing and implementing a fall protection program, arranged in a chronological order:

1. **Assign Fall Protection Program Manager and designate Competent Person for Fall Protection;**
2. **Train the Fall Protection Program Manager and Competent Person for Fall Protection;**
3. **Program manager develop written FP program, safety office review and approval is required;**
4. **Conduct fall hazard surveys and assessment and develop survey report;**
5. **Select type of FP system(s) and FP method(s) to be used;**
6. **Develop site specific Fall Protection and Prevention Plan (If personal fall protection system is the planned method). The plan shall be developed either by the Competent Person or Qualified Person for Fall Protection;**
7. **FP equipment programming and purchases;**
8. **Identify and train End Users on the use of FP equipment. Training shall be conducted by a competent person;**
9. **Establish FP equipment storage area and develop requirements for care, maintenance and inspection procedures IAW manufacturer's instructions and recommendations;**
10. **Competent person select/identify and use of non-certified anchorages. A Qualified Person will design the certified anchorages. A Competent person can install, use and inspect certified anchorages under the direction of the qualified person;**
11. **Develop rescue plan and procedures;**
12. **Conduct refresher/update training as required;**
13. **Audit the program.**

3.5 Audits and Evaluations

The managed fall protection program shall be evaluated by the fall protection program manager at periodic intervals not to exceed two years. The program evaluation must identify strength and deficiencies for each element of the fall protection program along with recommendation for Improvements. The evaluation must be documented. See Paragraph 3.3 for Fall Protection Program Compliance and Audit Checklist.

End of Section