

Number: FLC 2007-0003
Subject: Fall Protection Procedure
Issuer: ██████████
Author: Julie Gallagher
Date: November 2, 2007
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CORPORATE PROCEDURE

PURPOSE:

Xxxxxxx is committed to providing its employees with a safe environment. It seeks to prevent employee injuries from falls when working on top of vehicles.

APPLICATION:

Employees authorized to work on top of vehicles will receive training in the proper use and maintenance of the company's fall protection equipment.

ADMINISTRATION:

The Fall Protection Policy will be administered by the Xxxxxxx Production Manager.

REGULATION:

There are five fall protection devices installed throughout the plant, one for each area where employees are required to work on top of vehicles. They consist of a mechanism securely attached to a roof I-beam, and a self-retracting lanyard which is attached to the harness worn by each employee by means of double-action hooks. The mechanism functions similarly to an automobile seat belt, in that it lets the lanyard out freely when pulled in a smooth, continuous motion, but catches if the lanyard is jerked suddenly, as in a fall situation. It is designed to stop within 1 foot, to prevent unnecessary trauma.

PROCEDURE:

1. Each employee authorized to work on top of trucks will be issued their own harness, which will be adjusted to fit them properly. The harness shouldn't bind, nor should the fit be sloppy.
2. The operator is responsible to inspect the harness and lanyard **each day** before use.
 - Check the web for fraying or discoloration, which are signs of deterioration.
 - Check the safety latches for proper operation.
 - Make sure the lanyard pulls smoothly under normal conditions, and catches when jerked.

If you have any questions about the condition or operation of the system, **don't use it!** See a supervisor.

3. Each hook is equipped with a pull-down rope. Remove this rope before attaching the lanyard to the D-ring on the back of the harness.
4. Learn to move slowly and deliberately when using the system. Sudden movements will cause the mechanism to catch inadvertently.
5. When finished using the system, unhook the lanyard from the harness, re-attach the pull-down rope, and release the lanyard so that it retracts **slowly and smoothly**. Letting it retract by itself will cause damage to the mechanism.
6. Hang the harness to store. Protect it from dirt and direct sunlight. Don't handle it with greasy hands. Dirt and grease will cause the webbing to deteriorate prematurely. Also, the labels on the back of the harness must remain clean and legible to maintain proper certification.

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7. If there is a fall:

- The unit must be taken down immediately and returned to the manufacturer for inspection.
- The harness **must be destroyed**. It is no longer safe for any use, due to damage to the stitching which is not visible on the outside.

CONCLUSION:

Xxxxxxx has instituted and implemented the above Fall Protection Procedure to protect our team members from the hazards inherent in working at a height. Comments and/or questions concerning this policy or any safety issues may be forwarded to the Xxxxxxx Health & Safety Office.

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