

Company Name:

Rope-Access Work Plan & Job Hazard Analysis (JHA)

Project Name		Date Prepared	
Client/Host		Start Date	
Location Description		Finish Date	
Host Construction Coordinator		Phone email	
Host Safety Coordinator		Phone email	

Personnel

Position	Name Sign only after reading	Contact phone/email	Training Current <input type="checkbox"/> Y <input type="checkbox"/> N	Emerg. Form (on location) <input type="checkbox"/> Y <input type="checkbox"/> N
Prepared by			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
Safety Supervisor			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
Technician			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
Technician			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
Technician			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
Technician			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
other			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
other			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
other			<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N

Emergency Information

EMS Phone		Police Phone	
Fire/Rescue Team Phone		Company Contact Name & Phone	
Emergency Access to Site	Where and how will EMS reach the worksite?		
Communication: <input type="checkbox"/> Cell Phone (Check service on site <input type="checkbox"/> Y <input type="checkbox"/> N) <input type="checkbox"/> Radio (Channel:) <input type="checkbox"/> Phone (Note phone number, location, special dialing, other contacts, etc)			

Work Plan

Description of Work	
Rope-access Methods	<input type="checkbox"/> Standard practices outlined in Guidelines for Rope Access Work
Individual Equipment	<input type="checkbox"/> Helmet <input type="checkbox"/> Eye protection <input type="checkbox"/> Foot protection <input type="checkbox"/> Gloves <input type="checkbox"/> Protective clothing <input type="checkbox"/> Reflective Clothing <input type="checkbox"/> Respiratory protection <input type="checkbox"/> Hearing Protection <input type="checkbox"/> Harness <input type="checkbox"/> Connectors <input type="checkbox"/> Descender (I'D) <input type="checkbox"/> Belay Device (Gri-Gri) <input type="checkbox"/> 2 Backup Devices <input type="checkbox"/> Lanyards <input type="checkbox"/> Pulleys <input type="checkbox"/> headlamp <input type="checkbox"/> Multi-tool <input type="checkbox"/> other
Group Equipment	<input type="checkbox"/> Ropes (length and quantity) <input type="checkbox"/> Edge Protection <input type="checkbox"/> Rigging Straps <input type="checkbox"/> Connectors <input type="checkbox"/> other
Team Communication	<input type="checkbox"/> Visual (Hand Signals) <input type="checkbox"/> Verbal (unassisted) <input type="checkbox"/> Radio (Note Channel)
Machinery Lock-out/tag-out	Do machinery, valves, or gates need to be locked-out? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Machinery Locked-out/Tagged out of service <input type="checkbox"/> Hold Order visually checked by RA Supervisor Hold Order Number _____ RA Supervisor _____
Equipment/Tool Management	<input type="checkbox"/> Other...(describe... attach additional pages if necessary)
Access Zone	Describe Access Zone and method to mark and secure entry
Hazard Zone	Describe hazard zone and method to mark and secure entry and to protect public or other workers
Anchors	<input type="checkbox"/> Standard anchors outlined in Guidelines

Rescue and Retrieval Methods	
Rescue Kit	<input type="checkbox"/> First Aid Kit <input type="checkbox"/> Patient Packaging <input type="checkbox"/> Pulleys <input type="checkbox"/> Rope Grabs <input type="checkbox"/> Connectors <input type="checkbox"/> Spare Equipment <input type="checkbox"/> other...

	Condition	Description of Hazards		Control Measures
<input type="checkbox"/>	Falling	<ul style="list-style-type: none"> Gravity-induced injury or death 	<input type="checkbox"/>	Always use appropriate fall-protection or rope-access equipment when 6 feet from unprotected edge with a fall potential of 6 feet or more All personnel must be properly trained
<input type="checkbox"/>	Human Error	<ul style="list-style-type: none"> Rigging Errors 	<input type="checkbox"/>	Use 2-rope system when working line is primary means of support Use independent anchorages Always do 4-point check: Ropes (including anchors), Hardware, Harness, Helmet
<input type="checkbox"/>	Communication Difficulty	<ul style="list-style-type: none"> Loud ambient noise (traffic, machinery, running water, wind, etc.) Malfunctioning or dropped radios Conditions change 	<input type="checkbox"/>	Agree upon and use standardized communication signals Check communication system Designate alternate communication system in case conditions change or technical difficulties arise Review hand signals (as appropriate)
<input type="checkbox"/>	Sharp/abrasive surfaces	<ul style="list-style-type: none"> Rope or anchor damage and/or failure Abrasions or cuts to hands 	<input type="checkbox"/>	Use proper edge protection and padding Use re-direct or intermediate anchors as needed Wear gloves and proper clothing
<input type="checkbox"/>	Electrical Lines	<ul style="list-style-type: none"> Inadvertent contact with energized lines Burns or electrocution from contact 	<input type="checkbox"/>	Examine lines that might be contacted by wind-blown ropes Get appropriate clearances Follow lock-out/tag-out procedure
<input type="checkbox"/>	Machinery	<ul style="list-style-type: none"> Inadvertent operation of machinery Injury sustained from machinery Hazardous condition created (e.g. release of water) 	<input type="checkbox"/>	Get appropriate clearances Follow lock-out/tag-out procedure Confirm lock-out/tag-out
<input type="checkbox"/>	Injury from Tools	<ul style="list-style-type: none"> Hazards depend on tools used Damage to rope-access or fall-protection system 	<input type="checkbox"/>	Follow all manufacturers instructions and keep all protective guards in place Separate suspension rope may be required for tools greater than 10 kg
<input type="checkbox"/>	Dropped Tools or Materials	<ul style="list-style-type: none"> Possible injury to personnel and public Loss of important tools for work or egress Damage to structures or equipment 	<input type="checkbox"/>	Clearly mark and barricade Hazard Zone Helmets or hard hats must be worn in Hazard Zone Keep a clean and orderly worksite All tools and devices must be tethered or secured Avoid working or standing below other workers
<input type="checkbox"/>	Rock fall or loose detritus	<ul style="list-style-type: none"> Possible injury to personnel and public Damage to structures or equipment Severed ropes 	<input type="checkbox"/>	Careful scaling or clearing of slope prior to work Loose materials or rock may need to be secured (either temporarily or permanently) Manage ropes carefully to avoid dislodging loose materials
<input type="checkbox"/>	Rain/Wet Conditions	<ul style="list-style-type: none"> Insulating qualities of wet clothing decreases Possible hypothermia (dangerously low body temperature) Wet surfaces can be slippery Decreased friction on descent and rope-grab devices Danger of stray current near improperly insulated and grounded equipment Decreased visibility 	<input type="checkbox"/>	Stop work if conditions become dangerous Wear proper footwear and clothing Waterproof rain gear should be available Be aware of slippery conditions Electrical equipment must be adequately grounded and equipped with GFCI's.
<input type="checkbox"/>	Snow/Ice	<ul style="list-style-type: none"> Insulating qualities of wet clothing decreases Possible hypothermia (dangerously low body temperature) and frostbite Loss of dexterity in extremities Wet and icy surfaces are slippery Decreased friction on descent and rope-grab devices Danger of stray current around improperly insulated and grounded electrical equipment Decreased visibility 	<input type="checkbox"/>	Stop work if conditions become dangerous Wear proper footwear and clothing, including gloves and hat Waterproof rain gear should be available Be aware of slippery conditions Use appropriate rope access equipment for conditions Electrical equipment must be adequately grounded and equipped with GFCI's. Hand warmers should be available in case of emergency
	Condition	Description of Hazards		Control Measures
<input type="checkbox"/>	Water	<ul style="list-style-type: none"> Wet surfaces can be slippery Potential for Drowning Trapped in current while tied off 	<input type="checkbox"/>	Stop work if conditions become dangerous Rescue boat shall be readily available if working directly over water, especially if descent is a viable

	Condition	Description of Hazards		Control Measures
	(working around/over moving/standing water)	(drowning hazard)	<input type="checkbox"/>	method of egress. Fall protection or rope access equipment must not allow worker to fall into water (especially moving water)
			<input type="checkbox"/>	Personal flotation devices not required if proper fall protection in place
<input type="checkbox"/>	Sun/Heat	<ul style="list-style-type: none"> Possible dehydration, heat exhaustion or heat stroke Burns from tools, equipment, and structural steel Adhesives and first-aid supplies may be degraded by heat 	<input type="checkbox"/>	Stop work if conditions become dangerous
			<input type="checkbox"/>	Ample water and/or electrolytes must be on hand for workers
			<input type="checkbox"/>	Schedule proper breaks and work in morning or evening to avoid peak temperatures
			<input type="checkbox"/>	Wear gloves and proper clothing to protect hands from hot surfaces
			<input type="checkbox"/>	Use and frequently re-apply adequate sunscreen
<input type="checkbox"/>	Cold/Freezing Temperatures	<ul style="list-style-type: none"> Possible hypothermia, frostbite, loss of dexterity in extremities Decrease in efficiency, adhesives and first-aid supplies may not function properly due to cold, water for drinking and work may be frozen; slippery surfaces 	<input type="checkbox"/>	Stop work if conditions become dangerous
			<input type="checkbox"/>	Wear proper footwear and clothing, including gloves and hat
			<input type="checkbox"/>	Warm liquids should be available to workers
<input type="checkbox"/>	Wind	<ul style="list-style-type: none"> Possible increased cooling or hypothermia risk, increased dehydration risk in dry humidity Decrease in efficiency, hindrance to communications between team members Danger of unsecured equipment or material being blown into the access zone Difficulty communicating 	<input type="checkbox"/>	Stop work if conditions become dangerous
			<input type="checkbox"/>	Wear proper footwear and clothing, including gloves and hat
			<input type="checkbox"/>	Secure loose materials at work site
			<input type="checkbox"/>	Be wary of wind developing slack in ropes where they may be blown in to areas making retrieval difficult
<input type="checkbox"/>	Lightning	<ul style="list-style-type: none"> Possible electrocution due to lightning strike, loss of consciousness or life Rope-access equipment may provide a pathway to the operative for electrical strikes 	<input type="checkbox"/>	Stop work when lightning threatens
<input type="checkbox"/>	Dimly lit or night work	<ul style="list-style-type: none"> Sharp or protruding objects (metal, nails, bolts, etc.) may not be visible to moving operatives, drowsiness of employees 	<input type="checkbox"/>	Provide adequate lighting: area lighting and/or head-and hand-lamps
			<input type="checkbox"/>	Provide spare batteries, light sources, and bulbs
<input type="checkbox"/>	Dust	<ul style="list-style-type: none"> Difficulty in breathing, possible allergic reaction Possible long-term exposure hazard 	<input type="checkbox"/>	Provide adequate engineering controls
			<input type="checkbox"/>	Provide PPE where engineering controls not possible or impractical
<input type="checkbox"/>	Chemical exposure	<ul style="list-style-type: none"> Difficulty in breathing, dizziness, unconsciousness Chemical burns to skin, eyes, internal organs 	<input type="checkbox"/>	Workers must have MSDS on site for all chemicals used in work
			<input type="checkbox"/>	Proper PPE and engineering controls must be in place
			<input type="checkbox"/>	Respirators must be the correct type for the exposure
<input type="checkbox"/>	Confined space entry	<ul style="list-style-type: none"> Work areas may contain toxic gases or insufficient oxygen levels for work. Space may have restricted entry/exit making access difficult, 	<input type="checkbox"/>	Follow confined space procedures
			<input type="checkbox"/>	Toxic rescue plan required and in force prior to entry
<input type="checkbox"/>	High-noise area	<ul style="list-style-type: none"> Permanent or temporary damage to hearing Difficult Communications High-noise levels may mask warning buzzers or other alert sounds 	<input type="checkbox"/>	Hearing protection required, in extremely loud environments (+120 dBA), multiple types of protection may be necessary.
			<input type="checkbox"/>	Agree on hand signals before work starts
			<input type="checkbox"/>	Workers may be equipped with sound-isolating hearing protection for radios.
<input type="checkbox"/>	Insect or animal bites or stings	<ul style="list-style-type: none"> Possible injury or incapacitation of personnel depending on severity of bite or venom 	<input type="checkbox"/>	Careful access into areas where spiders, snakes, scorpions, or other creatures may reside.
			<input type="checkbox"/>	Use of gloves at all times, equip first aid kit with medical supplies appropriate for bites and stings.
<input type="checkbox"/>	Vehicular Traffic	<ul style="list-style-type: none"> Possible impact or crushing injury 	<input type="checkbox"/>	Careful demarcation of access and hazard zones,
			<input type="checkbox"/>	Use flags, signs, flag persons, lighting as needed
			<input type="checkbox"/>	Provide high-visibility clothing for personnel

	Condition	Description of Hazards		Control Measures
<input type="checkbox"/>	Bird & Animal Feces	<ul style="list-style-type: none"> Possible inhalation of disease carried by feces 	<input type="checkbox"/>	Workers may need to wear protective gloves or respirators.

Post-Job Debrief

Date/Time Completed		Debrief Prepared by:	
Safety Considerations	<p>Were adequate safety measures taken to insure the safety of personnel and public? Note any additional safety measure taken or recommended.</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>		
Anchorage Used / Special Techniques	<p>Describe the anchorage set-up used and any special techniques used</p> <div style="border: 1px solid black; height: 180px; width: 100%;"></div>		
Near Miss or Accidents	<p>Describe any near misses or accidents. If none, write "none". Attach additional pages if necessary.</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>		