

WORK AT HEIGHT RESCUE PLAN (template)

Facility Address:

.....

.....

Location/area of work:

Job Task: Describe the work task to be done at height.....

.....

.....

.....

Personnel: List the names of personnel who are involved in the work at height:

1) 2)

3) 4)

5) 6)

Safety Standby: **Employer:**

NOTE: Workers must never work at height alone so that the plan can be immediately activated. A lone worker cannot initiate a plan for self rescue if they are hurt or unable to reach a means of communication

Rescue:

For this Work at Height we have decided to use: (✓ as appropriate)

☐ **On-site Rescue Services:** List names: 1)

2) 3)

4) 5)

☐ **Off-site Rescue Services:** (✓ as appropriate)

The Person in Charge will contact (rescue service) at ☎ to do a familiarization visit of the work area/location.

NOTE: It is not acceptable to rely on the local emergency service provider to be the emergency response as rescue is time critical.

Methods of Communication:

(✓ as appropriate)

Safety Standby and suspended worker: ☐ Direct voice ☐ Visual Hand Signal ☐ Phone ☐ Audible Signal

☐ Radio channel to monitor ☐ Other

Safety Standby and Rescue Team: ☐ Direct voice ☐ Visual Hand Signal ☐ Phone ☐ Audible Signal

☐ Radio channel to monitor ☐ Other

Safety Standby to Person in Charge of area: ☐ Phone ☐ Audible Signal ☐ Radio channel to monitor

☐ Other

Emergency Contacts:


In the event of an emergency / fall from height the WAH Safety Standby should immediately alert:

Rescue Team Name..... Name.....

 -  -

First Aid Attendant(s) Name..... Name.....

 -  -

If the site rescue team is unable to affect a rescue within 5 minutes the Fire & Rescue Service and the Ambulance Service are to be called on  - (Insert local emergency number e.g., 911)

Local Accident & Emergency Hospital  -

Control Room / Person in Charge of area  -

Note: If required, a nominated person must go to the site entrance to meet, and direct the emergency services, and provide the following information:

Location / how high up is worker.....

Worker's condition after fall.....

Safety of Personnel:

(Check ☒ as appropriate)

Are the workers competent & their training current in the use of rescue equipment? Yes ☐ No ☐

Are there enough trained rescuers available? Yes ☐ No ☐

Is the rescue equipment selected appropriate for nature of work? Yes ☐ No ☐

What obstructions are in the way of reaching the suspended worker? (Detail).....

.....

.....

Have assessments been made of anchor points, & are they in test date? Yes ☐ No ☐

Has the method of lowering casualty been decided?

Yes ☐ No ☐

(Detail)

Methods of Rescue:

(Check ☒ as appropriate)

- | | |
|---|---|
| <input type="checkbox"/> Rescue ladder | <input type="checkbox"/> Remote Rescue Kit |
| <input type="checkbox"/> Keys to building & roof | <input type="checkbox"/> Elevator |
| <input type="checkbox"/> Pull worker in through window / balcony | <input type="checkbox"/> Pull worker up through floor / slab / roof |
| <input type="checkbox"/> Climb / abseil down building / structure | <input type="checkbox"/> Suspended access equipment |
| <input type="checkbox"/> Aerial equipment from ground | <input type="checkbox"/> Crane man basket |
| <input type="checkbox"/> (list other) | |

☐ Patient lowering system required/lowering area

☐ Anchor overhead

Anchorage: ☐ Beam ☐ Stairwell ☐ Support Strut ☐ Support Column ☐ Other:

Pre-Rigging required? ☐ Yes ☐ No

☐ Hauling system required

☐ Patient lowering system required/lowering area

☐ Anchor overhead

Rescue Equipment Requirements:

(Check ☒ as appropriate and indicate quantity needed)

- | | |
|--|--|
| <input type="checkbox"/> Rescue ladder: _____ | <input type="checkbox"/> Aerial ladder truck: _____ |
| <input type="checkbox"/> Remote Rescue Kit: _____ | <input type="checkbox"/> Suspended access equipment: _____ |
| <input type="checkbox"/> Suspension trauma safety strap: _____ | <input type="checkbox"/> Self rescue ladder: _____ |
| <input type="checkbox"/> Climbing / rope rescue system: _____ | <input type="checkbox"/> Crane man basket: _____ |
| <input type="checkbox"/> MEWP: _____ | <input type="checkbox"/> Hauling Systems: _____ |
| <input type="checkbox"/> Carabineers: _____ | <input type="checkbox"/> Pulleys: _____ |
| <input type="checkbox"/> Shock absorbers/lanyards: _____ | <input type="checkbox"/> Body Harnesses: _____ |
| <input type="checkbox"/> Anchor Straps: _____ | <input type="checkbox"/> Webbing: _____ |
| <input type="checkbox"/> Ascenders: _____ | <input type="checkbox"/> Rigging Plates: _____ |
| <input type="checkbox"/> Safety Lines: _____ | <input type="checkbox"/> Main Lines: _____ |
| <input type="checkbox"/> Wrist/Ankle Harnesses: _____ | <input type="checkbox"/> Stretcher: _____ |
| <input type="checkbox"/> Fire Extinguishers: _____ | |
| <input type="checkbox"/> (list other) | |

Rescue Equipment Inspections:

Identified rescue equipment inspected by competent person: (name)

Record of inspection(s) attached ☐ Yes

Medical Equipment Requirements: (check ☒ where applicable below and indicate quantity needed)

- | | |
|--|---|
| <input type="checkbox"/> Trauma Kit: _____ | <input type="checkbox"/> First Aid Kit: _____ |
|--|---|

.. Resuscitator & Automated External Defibrillator	
Additional PPE Requirements: (Indicate what is needed)	
<div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> High Visibility Vests <input type="checkbox"/> Hearing Protection <input type="checkbox"/> Safety Boots <input type="checkbox"/> Hard Hats <input type="checkbox"/> Safety Glasses/Goggles </div> <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> Gloves <input type="checkbox"/> Face Shields <input type="checkbox"/> <input type="checkbox"/> </div>	
Action if worker is injured:	
<div style="display: flex; justify-content: flex-end; text-align: right;"> (✓ as appropriate) </div> <div style="display: flex; justify-content: space-between;"> Can casualty still be rescued within 5 minutes? Yes <input type="checkbox"/> No <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-between;"> Is a qualified first aider who understands suspension trauma present? Yes <input type="checkbox"/> No <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-between;"> Who and how will the emergency services and hospital be alerted? (Detail)..... </div> <div style="border-top: 1px dotted black; height: 20px; margin-top: 5px;"></div>	
Actions to protect others:	
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> (✓ as appropriate) <input type="checkbox"/> Assign someone to direct traffic </div> <div style="width: 45%;"> (✓ as appropriate) <input type="checkbox"/> Set up barriers </div> </div>	
Diagram of Work Area: Include direction of approach for rescue team/emergency response and any staging areas.	

Description of Response Steps: (List the response steps. It is recommended they be listed separately for a fall with no injury and a fall with injuries or unconscious).

Fall and Uninjured

- Step 1: Call for help.
- Step 2:
- Step 3:
- Step 4:
- Step 5:
- Step 6:
- Step 7:
- Step 8:
- Step 9:
- Step 10:
- Step 11:
- Step 12:
- Step 13:
- Step 14:
- Step 15: Report the incident.

Fall and Injured

- Step 1: Call for help.
- Step 2:
- Step 3:
- Step 4:
- Step 5:
- Step 6:
- Step 7:
- Step 8:
- Step 9:
- Step 10:
- Step 11:
- Step 12:
- Step 13:
- Step 14:
- Step 15: Report the incident.

Approved by: _____ **Title:** _____ **Date:** _____

ON SITE RESCUE PROCEDURES

These procedures form part of the written Work at Height Rescue Plan and are based on the assessment of hazards in the named area of work. These procedures must be amended to include any specific procedures for summoning rescue and emergency services for the worksite.

Prior to work at height:

1. The Person in Charge shall ensure that the attached work at height rescue plan template has been completed and that all the rescue equipment identified in the plan is available to affect a rescue at the named location/area of work.
2. The Person in Charge shall ensure that an adequate number of appropriately trained persons (as documented in the attached rescue plan) are available for immediate implementation of these on-site rescue procedures that apply to the named work area.
3. The Person in Charge shall review all emergency procedures, including procedures relating to emergencies outside the named work area with all appropriate personnel.
4. The Person in Charge shall confirm that the rescue equipment is located at the agreed staging area.
5. The Safety Standby shall establish communication with all workers, using the means described in the attached rescue plan.

On commencement of work at height:

1. The Safety Standby who is stationed near the area of work as described in the attached rescue plan remains in constant communication with all workers working at height.
2. The Safety Standby must be notified immediately if a work at height worker recognizes:
 - an unexpected hazard
 - an unsafe act
 - a condition prohibited by the permit
3. Work at Height Workers must descend and evacuate the area as quickly as possible, when:
 - an order to evacuate is given by the Safety Standby or Person in Charge
 - an unacceptable condition arises
 - an evacuation alarm is activated

In the event of a work at height rescue:

1. The Safety Standby shall not affect a rescue until they have summoned a rescue response from the designated rescue team, using the means of communication described in the attached rescue plan.
2. Unit operator and any available personnel in the area will respond to the location of the alarm if safe to do so.
3. Using applicable rescue techniques to move the person, the person requiring rescuing will be retrieved and moved out of the area to a safe location by the rescue team.
4. An ambulance can safely transport the individual to the hospital if necessary.
5. List other additional site-specific steps as necessary.