COMPETENT PERSON for FALL PROTECTION CHECKLIST

Navy Command:	Location
FP Program Manager:	Date:

COMPETENT PERSON INFORMATION			
Competent Persons Name: _____ Length of experience in this occupation: _____ Length of experience with this employer: _____			
TRAINING KNOWLEDGE AND EXPERIENCE	**Yes**	**No**	**N/A**
Does the designated individual have training knowledge and experience in:			
• Applicable fall protection regulations, standards and requirements?			
• Fall hazard recognition (How to recognize and identify fall hazards)?			
• Duties and responsibilities of other designated personnel under the FP Program (e.g. qualified person, end user, authorized rescuer, etc.)?			
• Conducting fall hazard surveys and preparing survey report?			
• The requirements and criteria for guardrails, safety nets, scaffolds, aerial lifts and movable and stationary work platforms, warning line system, and safety monitoring system?			
• Developing fall protection and prevention plans (written fall protection procedures)? **Notes:** 1. If the Fall Protection and Prevention plan included Fall Protection components or systems requiring direction, supervision, design calculations or drawings by a Qualified Person for Fall Protection or a professional engineer, the name, qualifications, responsibilities, training knowledge, experience and signature of the Qualified Person for Fall Protection or professional engineer shall also be addressed in the plan. 2. At a minimum, the qualified person/professional engineer information is required when using Horizontal Lifelines, Other Engineered Systems, the anchorages or tie off points are located below the dorsal D–ring and designing certified anchorages that require being twice the maximum arrest or potential force.			
• Fall arrest, positioning, restraint and ladder climbing systems			
• Fall hazard elimination and control methods including how to assemble, disassemble and use fall protection systems and equipment (Donning of the equipment, equipment installation techniques and proper anchoring and tie-off techniques)?			
• Fall protection system and equipment assessments (*e.g. component compatibility, estimating free fall distances, total fall distance and*			

required clearance, and common hazards of each system and component used) and determining when a system is unsafe?			
• How to conduct detailed inspection storage care and maintenance of equipment, components and systems with documentation?			
• Fall protection rescue equipment and procedures and prepare fall hazard rescue plan?			
• The selection and use of non-certified anchors (e.g. 5,000 lbs anchorage for FA)?			
• Requirements for working over or near water or working from/in machinery over water			
List training/experience including certificate of training;			
AUTHORITY	**Yes**	**No**	**N/A**
Does the designated individual have authority from the contractor/employer to:			
Take prompt corrective action to eliminate existing and predictable hazards?			
Stop work?			

NOTES:

USACE EM 385-1-1 (2008) SECTION 21 INCLUDING CHANGE #2 REQUIREMENTS DATED 15 OCTOBER 2010

FALL PROTECTION PROGRAM

COMPLIANCE CHECKLIST

for

PERSONNEL OVERSEEING CONTRACTORS INVOLVED IN PERFORMING WORK AT HEIGHTS

Date of Audit:

Contractor Name:	**Location**
Prepared/Audited by (Signature)	**Contract Number**

	FALL PROTECTION PROGRAM CRITERIA (21.A.01 and 21.C)	Yes	No	N/A
1	Will the contractor's workers be working at heights above 6 feet, exposed to fall hazards and using Fall Protection (FP) Equipment? Is there a possibility of a fall from any height onto dangerous equipment into a hazardous environment or onto an impalement hazard? If **Yes**, fall protection program is required to be established and implemented			
	ADDITIONAL REQUIREMENTS			
2	Is there a need for the contractor to have additional requirements above and beyond the requirements stated in Section 21 (for high risk projects)?			
	DUTIES AND RESPONSIBILITIES (21.C.01.a)			
3	Did the contractor identify the Competent and Qualified Person(s) for fall protection, including their assigned duties and responsibilities?			
4	Do the assigned personnel have the necessary skills, knowledge, training and expertise to manage, administer, and implement the fall protection program safely during the course of contract execution?			
	HIERARCHY OF CONTROLS (21.A.02)			
5	Have fall hazards been evaluated to determine the order of control measures or the hierarchy of controls to select the appropriate fall protection methods (i.e. elimination or prevention)?			
6	Can fall hazards be eliminated by alternate work methods or changing task(s) or process(es)?			
	TRAINING OF PERSONNEL (21.B)			
7	Are contractor's workers trained by a competent person for fall protection on the safe use of fall protection and rescue equipment, including hands on and practical demonstrations and in accordance with the requirements of Section 21?			
8	Did the assigned Competent and Qualified Persons for Fall Protection receive adequate training as described in ANSI/ASSE Z359.2 Standard?			
9	Did other personnel involved in the fall protection program as well as associated trainers receive adequate training as described in ANSI/ASSE Z359.2 Standard?			
10	Has the above training been documented and verified with a certificate of training?			
	FALL PROTECTION AND PREVENTION PLAN (21.C.01)			
11	If contractor's workers are exposed to fall hazards and using fall arrest equipment (not otherwise protected by passive fall protection system, such as guardrails) has a Site Specific Fall Protection and Prevention Plan been prepared and submitted to Government Designated			

	Authority for acceptance as part of Accident Prevention Plan? *[For lengthy projects, the plan shall be updated as conditions change, once every six months.]*			
12	Duties and Responsibilities: Is the fall protection and prevention plan prepared either by the assigned competent or qualified person for fall protection? See attached Competent Person for Fall Protection Checklist identifying when a qualified person's name and information is required as part of the plan.			
13	Does the plan describe in detail the specific practices, equipment, methods and procedures to be used, including inspection requirements, for protecting workers from falling to lower level as per 21.C.01? Does the plan include the training requirements, certificates of trainees and signatures of trainees and trainer?			
14	Does the plan include the design of anchorages/fall arrest and horizontal lifeline systems?			
15	Did the contractor identify all locations where anchorages need to be established for tying off? Are these locations detailed in the Fall Protection and Prevention Plan/Activity Hazard Analysis, and how work will be performed safely? Does the plan include procedures for incident investigation, evaluation of program effectiveness and inspections and oversight methods to be employed?			
	FALL HAZARD PREVENTION AND CONTROL (21.C.01.f)			
16	If fall arrest, positioning or restraint systems are selected for use, have the location of anchorages been identified?			
	STANDARD GUARDRAIL SYSTEM (21.E.01-05)			
17	If guardrails are used, do they comply with the specified requirements for height, strength and minimum material of construction?			
18	If the perimeter cables installed as guardrails at unprotected sides or edges, and used as a method for attaching a lanyard to the cables, do they meet the design requirements for horizontal lifelines? Did the qualified person for fall protection design the system as a horizontal lifeline system?			
19.	Parapet walls in order to be considered adequate FP system ,they shall be 42 inches high. Existing parapet walls are usually less than 42 inches high. They may be used as a FP system if the vertical height is minimum 30 inches high and the width is more than 18 inches. Is the effective height of the parapet wall including the sum of the height and width combined is 48 inches?			
	COVERS (21.F)			
20	If covers are used to cover a hole 2 inches in its least dimension, are they capable of withstanding without failure, at least twice the combined weight of the worker, equipment and material? When covers are used, are they secured in place, clearly marked or color coded?			
	SAFETY NET SYSTEM (21.G)			
21	Does the safety net installation meet the specified criteria and requirements, including the size of the mesh openings and the strength of the outer rope or webbing?			
22	Has the safety net been tested in suspended position immediately after installation, under the supervision of qualified person and in presence of the Government Designated Authority?			
23	If a safety net is relocated, repaired or left in place for more than 6 months, was it retested in suspension under the supervision of qualified person and in presence of Government Designated Authority			

24	Is the inspection of the safety net performed by a competent person and in accordance with manufacturer's recommendations?			
25	Inspection of safely nets shall be performed immediately after installation, weekly thereafter, and following any alteration or repair. Has the inspection been documented?			
	PERSONAL FALL PROTECTION SYSTEMS (21.H)			
26	Does the selected fall arrest system and equipment meet **ANSI/ASSE Z359 Code/Standards?** **(Any equipment meeting ANSI A10.14 shall not be used).**			
27	When selecting personal fall protection system and equipment, are the free fall distance, total fall distance and clearance requirements taken into consideration?			
28	Do the snaphooks and carabiners used meet ANSI Z359/ASSE FP Code/Standards and having gate strength of 3,600 lbs? (Snaphooks and carabiners meeting **ANSI/ASSE Z359.1-1992(R1999)** shall not be used.			
29	For workers having body weight outside the capacity range of 130-310 lbs and using fall protection equipment, is it permitted in writing by the manufacturer?			
30	The maximum length of the energy absorbing lanyards used in fall arrest systems shall not exceed 6 feet. When using 6 ft Free Fall energy absorbing single lanyards for tie off points located above the dorsal D-ring, is the average arrest fall on the body less than 900 lbs? If it is necessary to increase the free fall distances beyond 6 feet (i.e. tying at the foot level and using the 12 ft FF energy absorbing single lanyard) and limiting the average arresting force on the body to less than 1,350 lbs. Is the qualified person for fall protection making this determination?			
31	If sternal D-ring attachment point of the full body harness is used for fall arrest, is the worker exposed to a free fall distance of less than <u>two feet</u> and the maximum arrest force not exceeding 900 lbs?			
32	Self retracting lanyards shall not be used in a horizontal application unless permitted by the manufacturer. Is the SRL used in vertical application?			
33	When using "Y" lanyard for 100% tie off, does the joint between the two legs of the lanyard withstand a force of 5,000 lbs? When using the 6 ft free fall energy absorbing "Y" lanyards, is the average arrest fall on the body less than 900 lbs? When using the 12 ft FF energy absorbing "Y' Lanyard, is the average arresting force on the body limited to 1,350 lbs? Is the qualified person making this determination? The maximum arrest force on the body shall not exceed 1,800 lbs.			
34	The unused leg of the "Y" lanyard shall not be attached to any part of the harness, except to attachment points specifically designated by the manufacturer. Had the manufacturer of the equipment designated such attachment points?			
35	When using positioning system, is the worker using a separate system that provides back-up protection from a fall? When using restraint system, is the lanyard length short enough to prevent a worker from being exposed to a fall hazard?			
	SELECTION OF ANCHORAGES (21.H.05.d.5)			
36	For fall arrest anchorages selected and designed by a qualified person for fall protection, are they capable of supporting at least twice the maximum arresting force?			

	If positioning and restraint anchorages selected and designed by a qualified person for fall protection, do they meet the requirement of at least two times the foreseeable force on the worker?			
37	For fall arrest anchorages selected by a competent person for fall protection, are they capable of supporting a minimum force of 5,000 pounds per person attached? For positioning and travel restraint anchorages that are selected by a competent person for fall protection, are they capable of supporting 3,000 pounds per employee attached? Are the HLL anchorages designed by a registered professional engineer who is also qualified in designing HLL systems? Has the HLL design submitted to GDA for review and acceptance?			
	INSPECTION OF PERSONAL FALL PROTECTION EQUIPMENT (21.H.02)			
38	Has procedures been established for the proper inspection, storage care and maintenance of the fall protection equipment and in accordance with manufacturer's instructions and recommendations?			
39	Does the competent person for fall protection inspect the fall protection equipment semi annually and w/documentation?			
40	Does the end user inspect the equipment prior to each use?			
	LADDER CLIMBING DEVICES (LCD) (21.I)			
41	Does the LCD used meet the requirements of 2 ft free fall, having 3,000 lbs anchorage and the connector length between the frontal D-ring of the harness and the ladder cable, rope or sleeve is 9 inches long? Is the system equipped with e a 100% transition at the top of the ladder? If off-the-shelf-ladder is equipped w/LCD and having ¾ inch diameter rungs, is it designed to withstand the fall forces?			
	SCAFFOLDS, AERIAL LIFT EQUIPMENT, MOVABLE WORK PLATFORMS (21.J)			
42	Is the scaffold equipped with a standard guardrail or other fall protection system? For erecting and dismantling scaffolds, if the use of fall protection is not feasible, did the competent person for fall protection conduct an evaluation to determine if fall protection is not feasible? Did the contractor submit an Activity Hazard Analysis for acceptance by Government Designated Authority detailing rationale why fall protection is not feasible during erection and dismantling of scaffolds? Has a risk assessment been performed when the persons are supported on multi-point adjustable suspended scaffold to evaluate the effectiveness and feasibility of the use of PFAS? Has the results been documented in AHA?			
43	When using suspended scaffold, is the worker attached to an independent vertical lifeline system and using a full body harness?			
44	When using elevated work platform/scissors lift, it shall be equipped w/standard guardrail. If the scissors lift is also equipped w/an anchorage, is the worker using a restraint/fall arrest system for tying off? (After 15 October 2011 all scissors lift shall be equipped with OSHA compliant anchorages.)			
45	When using aerial life equipment, workers shall be anchored to the basket or boom. If the worker is tied off to the boom, is it allowed by the manufacturer and permitted by the competent person for fall protection?			
	WARNING LINE SYSTEM (21.K)			
46	Does the warning line system meet the specified criteria and requirements of height, strength and material used? Is the line flagged every six feet with highly visible material? For roofing work, is the line located a minimum distance of 6 feet away from the edge of the roof? For low slopped roofs and other trades (mechanical Equipment) is the line located 15 feet			

	away from the edge? When using warning line system, is the slope of the roof between 0-18.4 degrees (4:12 slope)? If so, the line shall be located 15 feet away from the roof edge.			
	SAFETY MONITORING SYSTEM (21.L)			
47	Safety monitoring system is prohibited for use as a fall protection system; it may be used in conjunction w/other fall protection system(s). If safety monitoring system is used at the job site and fall hazard exists, is the worker using another fall protection system?			
	RESCUE PLAN AND PROCEDURES (21.M)			
48	For personnel working at heights and using fall arrest equipment, has a site specific rescue plan and procedures been prepared and maintained at the work location?			
49	If self-rescue or assisted-rescue are the planned methods to be used during rescue, are personnel conducting rescue receive adequate training on rescue?			
50	If required, are independent anchorages for rescue identified and selected?			
	WORKING OVER OR NEAR WATER (21.N)			
51	PFDs are required for all work over or near water, except in the following situations; When continuous FP is used without exception to prevent works from falling over water. Did the contractor/employer effectively remove the drowning hazard by providing continuous FP? When the distance from walking working surface to the water's surface is more than 25 ft, are workers protected from falling by the use of fall protection system? When the distance from the walking/working to the water surface is less than 25 ft and the water depth is less than 10 ft, are workers protected from falling by the use of fall protection system? When there are other hazards present (i.e. currents, intakes, machinery, etc), are workers protected by the use of FP systems? When working from/in machinery, aerial lifts or other movable work platforms/cranes directly over water and the depth of water is more than 10 feet, FP is not required, If the work is performed directly over intakes or currents, is FP provided to the workers?			
	OTHER ENGIEERED FALL PROTECTION SYSTEMS (21.O)			
52	When using other commercially available engineered systems not addressed in paragraph 21.E. are they designed, installed, certified and used under the supervision of QF for FP and used per manufacturer's instructions and recommendations? If deemed appropriate by the QP, the CP may supervise the assembly, disassembly, use and inspection of the system under the direction of QP. Did the contractor submit the design, including drawings, required clearance, instructions on proper installation, us and inspection requirements to GDA for review and acceptance?			
	INCIDENT INVESTIGATION PROCEDURES (21.C.01.f)			
53	Are procedures in place for fall mishap investigation in compliance with EM 385-1-1 requirements?			
	EVALUATION OF PROGRAM EFFECTIVENESS (21.C.01.g)			
54	Are procedures in place to audit and evaluate the fall protection program, at least once every two years?			

NOTES: