

Function of Beauty 5570 Snyderstown Rd. Paxinos, PA 17824

FUNCTION, INC

FALL PROTECTION / WALKING-WORKING SURFACES PROGRAM

29 CFR 1910

ELEVATED SURFACES FALL PROTECTION

1.0 Purpose

- 1.1. The purpose of this program is to define fall protection requirements for work conducted on infrequently accessed elevated walking/working surfaces that are not protected by guardrail systems at Function, Inc.

2.0 Scope

- 2.1. This program applies to all facility personnel who may infrequently access elevated walking/working surfaces that are not protected by guardrail systems, which is higher than 4 feet above the lower level and all work conducted in unprotected areas that are above hazardous equipment/processes. This would include employees who access roof areas that are not protected by parapets at least 42 inches in height and roof areas that have unprotected skylights at Function, Inc.
- 2.2. Only the EHS Department is authorized to amend this program.

3.0 Program Responsibilities

3.1. EHS Department

- 3.1.1. Conduct training for the fall protection program and develop training materials.
- 3.1.2. Evaluate and approve all fall protection devices and equipment for effectiveness.
- 3.1.3. Conduct periodic evaluation of fall protection training program effectiveness.
- 3.1.4. Conduct a review of the fall protection Procedures on an annual basis.
- 3.1.5. Maintain records of training.

3.2. Operations Management

- 3.2.1. Support and ensure that all elements of this procedure are implemented for the protection of employees.
- 3.2.2. Enforce the use of required fall protection devices.

3.2.3. Support and ensure that all elements of this procedure are implemented for the protection of employees.

3.2.4. Assist with safety assessments and coordinate training.

3.3. Employees

3.3.1. Comply with Function of Beauty safety rules and regulations, specifically those concerning fall protection.

3.3.2. Properly maintain fall protection devices.

3.3.3. Not use any damaged or defective fall protection devices and report any deficiencies immediately.

3.3.4. Attend required training classes.

3.3.5. Contact their supervisor if they need new or additional fall protection devices.

4.0 Procedure

4.1. All work performed at elevations over 4 feet on a predictable and regular basis shall be performed on platforms guarded by standard guardrails unless deemed not practicable by the EHS Department.

4.2. All work on an unprotected surface greater than four feet above an adjacent surface must be evaluated by the EHS Department or his designee. In some cases existing barriers such as cable trays or ductwork may be deemed to constitute an adequate guardrail. Alternatively, consideration shall be given to using solutions such as the installation of a temporary guardrail system, or working from a ladder, or man lift.

4.3. Where the potential solutions in section 4.2 are not practicable, the EHS Department shall select a method of fall protection suitable to the job task. Permissible methods include the methods in 4.4 through 4.9, as deemed suitable by the EHS Department.

4.4. Personal Fall Arrest System

4.4.1. A Personal Fall Arrest System is a system using lifelines, lanyards and full body harnesses to catch employees during a fall.

4.4.2. A body harness shall be used in the fall arrest system. Body belts shall not be used. The connection point shall be in the center of the wearer's back.

- 4.4.3. Connectors must be drop forged, pressed or formed steel, or equivalent. They must also have a corrosion resistant finish.
- 4.4.4. Snap hooks, D-rings, must be compatible with the member to which they are connected.
- 4.4.5. Horizontal lifelines shall be designed, installed and used under the supervision of a qualified person. The design must have a safety factor of two.
- 4.4.6. Lanyards and vertical lifelines shall have a minimum breaking strength of 5,000 pounds.
- 4.4.7. Only one employee may be attached to each vertical lifeline.
- 4.4.8. Ropes and straps (webbing) used in lanyards, lifelines and body harnesses shall be made from synthetic fibers.
- 4.4.9. Anchorages shall be capable of supporting at least 5,000 pounds per employee attached. Anchorage points shall be selected by a qualified engineer.
- 4.4.10. Personal fall arrest systems shall not be attached to guardrails, electrical conduit or piping.
- 4.4.11. When stopping a fall, the maximum arresting force shall be 1,800 pounds and the employee shall not free fall more than 6 feet.
- 4.4.12. Personal fall arrest systems subjected to loading shall be removed from service until inspected by a competent person for possible damage.
- 4.4.13. Personal fall arrest systems shall be inspected prior to each use.

4.5. Positioning Device System

- 4.5.1. A Positioning Device System is a body harness system rigged to allow an employee to be supported on an elevated vertical surface, such as a wall, and work with both hands free while leaning.
- 4.5.2. A body harness shall be used in the positioning device system. Body belts shall not be used. The connection point shall be in the center of the wearer's back.
- 4.5.3. Connectors must be drop forged, pressed or formed steel, or equivalent. They must also have a corrosion resistant finish.

- 4.5.4. Snap hooks, D-rings, must be compatible with the member to which they are connected.
- 4.5.5. Connecting assemblies shall have a minimum tensile strength of 5,000 pounds.
- 4.5.6. Positioning devices shall be rigged so that an employee cannot free fall more than two feet.
- 4.5.7. Only one employee may be attached to each vertical lifeline.
- 4.5.8. Ropes and straps (webbing) used in lanyards, lifelines and body harnesses shall be made from synthetic fibers.
- 4.5.9. Anchorages shall be capable of supporting at least 3,000 pounds per employee attached.
- 4.5.10. Positioning device systems shall not be attached to guardrails
- 4.5.11. Positioning devices shall be rigged so that an employee cannot free fall more than two feet.
- 4.5.12. Positioning device systems shall be inspected prior to each use.

4.6. Fall Restraint System

- 4.6.1. A Fall Restraint System is a system providing fall protection by preventing employees from getting near the edge of the working surface or other hazardous areas.
- 4.6.2. A body harness shall be used in the restraint system. Body belts shall be used. The connection point shall be in the center of the wearer's back.
- 4.6.3. Connectors must be drop forged, pressed or formed steel, or equivalent. They must also have a corrosion resistant finish.
- 4.6.4. Snap hooks, D-rings, must be compatible with the member to which they are connected.
- 4.6.5. Connecting assemblies shall have a minimum tensile strength of 5,000 pounds.
- 4.6.6. Restraint system shall be rigged so that an employee cannot free fall more than two feet.
- 4.6.7. Only one employee may be attached to each vertical lifeline.

- 4.6.8. Ropes and straps (webbing) used in lanyards, lifelines and body harnesses shall be made from synthetic fibers.
- 4.6.9. Anchorages shall be capable of supporting at least 3,000 pounds per employee attached.
- 4.6.10. Restraint system shall not be attached to guardrails.
- 4.6.11. Restraint system shall be rigged so that an employee cannot free fall more than two feet.
- 4.6.12. Restraint systems shall be inspected prior to each use.

4.7. Warning Line Systems

- 4.7.1. **A** Warning Line Systems is a system providing fall protection by making the employee aware of the location of the danger zone. In no case should an employee cross the warning line without some other form of fall protection.
- 4.7.2. The warning line shall be erected not less than six feet from all open sides of the work area.
- 4.7.3. Point of access, material handling areas, storage areas and hoisting areas shall be connected to the work area by an access path formed by two warning lines. When this path is not in use a barricade shall be placed across the path.
- 4.7.4. Warning lines shall consist of ropes, wires, or chains and supporting stanchions.
- 4.7.5. The warning line shall be between 34 and 39 inches high and shall be capable of resisting, without tipping over, a force of at least 16 pounds.

4.8. Controlled Access Zone

- 4.8.1. **A** Controlled Access Zone is a work area designated for certain types of work (like bricklaying) that may take place without the use of conventional fall protection systems. Controlled access zones are used to keep unauthorized employees from areas without guardrails or other forms of fall protection.
- 4.8.2. Control lines shall be erected not less than six feet and no more than 25 feet from each unprotected side of the work area.

- 4.8.3. Control lines shall consist of ropes, wires, or chains and supporting stanchions.
- 4.8.4. The warning line shall be between 39 and 45 inches high and shall be capable of resisting a force of at least 200 pounds.
- 4.8.5. Control lines must be connected on each side to a guardrail system or wall.
- 4.8.6. Control lines must be flagged or otherwise marked at not more than 6-foot intervals with high visible materials.

4.9. Safety Monitoring System

- 4.9.1. A Safety Monitoring System is a system designating a competent person to monitor the safety of other employees. The safety monitor is expected to warn the other employee when they get near the edge of the structure. Safety monitoring systems shall not be used unless all other systems have been determined to be infeasible. The safety monitor must be present at all times.
- 4.9.2. Covers designed to cover the opening of a hole or placed over an unprotected skylight.
- 4.9.3. Covers must be able to support at least twice the anticipated weight of employees, equipment, or other loads.
- 4.9.4. Covers shall be designed to prevent accidental displacement.
- 4.9.5. Covers shall be color coded or marked "Hole" or "Cover"
- 4.9.6. Supervisors and the EHS Department are permitted to inspect elevated work locations without the use of fall protection for purposes of work planning and safety review

4.10. Roof Access

- 4.10.1. Access to roofs may only be made with permission. The EHS Department shall denote the conditions under which roof access may be granted.
- 4.10.2. Where facility personnel must access areas on the roof which bring them within 6 feet of an unprotected edge or unprotected skylight, they must use one of the fall protection systems described in 4.0
- 4.10.3. Where facility personnel must access areas on a roof which have unprotected edges or unprotected skylights, but the work is not

performed within 6 feet of such edges or skylights, they may use the designated area procedure described in 4.11.3

4.11. Designated Areas

- 4.11.1. The facility may establish designated areas as an alternative to installing guardrails or using fall arrest systems if employees within the designated areas are not exposed to fall hazards. In addition, the following conditions and requirements must be met to use designated areas in lieu of other fall protection measures.
- 4.11.2. The work must be of a temporary nature, such as maintenance on roof-top equipment.
- 4.11.3. Designated areas shall be established only on surfaces that have a slope from horizontal of 10 degrees or less.
- 4.11.4. The designated area shall consist of an area surrounded by a rope, wire or chain and supporting stanchions erected in accordance with the criteria in 4.11.3.

4.12. Setup of Designated Areas

- 4.12.1. Installation of the line and stanchions for a designated area shall comply with the following:
 - 4.12.1.1.1. After being erected with the line (such as rope, wire or chain) attached, stanchions shall be capable of resisting, without tipping over, and a force of at least 16 pounds (71 N) applied horizontally against the stanchion. The force shall be applied 30 inches (76 centimeters) above the work surface and perpendicular to the designated area perimeter, and in the direction of the unprotected side or edge.
 - 4.12.1.1.2. The line shall have a minimum breaking or tensile strength of 500 pounds (2.2 kN) and, after being attached to the stanchions, shall be capable of supporting, without breaking, the load applied to the stanchions.
 - 4.12.1.1.3. The line shall be attached at each stanchion in such a way that pulling on one section of the line between stanchions will not result in slack being taken up in adjacent sections before the stanchion tips over.

- 4.12.1.1.4. The line shall be installed in such a manner that its lowest point, including sag, is no less than 34 inches (86 cm) no more than 39 inches (1 meter) from the work surface.
- 4.12.1.1.5. The line forming the designated area shall be clearly visible from any unobstructed location within the designated area up to 25 feet (7.6 m) away, or at the maximum distance a worker may be positioned away from the line, whichever is less.
- 4.12.1.1.6. Stanchions shall be erected as close to the work area as permitted by the task.
- 4.12.1.1.7. When mechanical equipment is being used, the line shall be erected not less than 6 feet (1.8 m) from the unprotected side or edge that is parallel to the direction of mechanical equipment operation and not less than 10 feet (3.1 m) from the unprotected side or edge that is perpendicular to the direction of mechanical equipment operation.
- 4.12.1.1.8. Access to the designated area shall be by a clear path, formed by two lines, attached to stanchions that meet the strength, height and visibility requirements of this paragraph.

4.13. Body Harness and Lanyard Equipment Inspection Program

- 4.13.1. To ensure that the facility fall protection systems are ready and able to perform their required tasks, a program of inspection and maintenance is implemented and maintained. The following at a minimum, will comprise the basic requirements of the inspection and maintenance program:
 - 4.13.1.1.1. Equipment manufacturer's instructions will be incorporated into the inspection and preventive maintenance procedures.
 - 4.13.1.1.2. Any fall protection equipment subjected to a fall or impact load will be removed from service immediately and inspected by a qualified person/supervisor and sent back to the manufacturer for inspection.
 - 4.13.1.1.3. Equipment that is damaged or in need of maintenance will be tagged as unusable, immediately

taken out of service and will not be stored in the same area as serviceable equipment.

- 4.13.1.1.4. Body harness and lanyard equipment shall be inspected prior to each use by the person using the equipment for wear, damage, other deterioration and proper operation.
- 4.13.1.1.5. Documented inspections of body harnesses and lanyards will be completed on a quarterly basis.
- 4.13.1.1.6. Check all webbing and rope for damaged fibers, cuts, frayed edges, pulled or loose stitches, burns, or chemical damage.
- 4.13.1.1.7. Check all hardware and connectors for distortions, cracks, bends, breaks, rough or sharp edges, pitted surfaces, unusual wear, loose components, or corrosion.
- 4.13.1.1.8. All fall arrests will be immediately reported to the Department Lead, Supervisor, Manager, and EHS Department to initiate appropriate rescue efforts.
- 4.13.1.1.9. Depending on the situation at hand, other Manlifts, and scissor lifts may be immediately used to help rescue employees who have fallen.

4.14. Contractors

- 4.14.1. The EHS Department shall disclose any known fall protection hazards to contractors performing work on elevated surfaces.

5.0 Training

- 5.1. Workers shall be trained to recognize the hazards of falling from elevations and to avoid falls from grade level to lower levels through holes or openings in walking/working surfaces. Training shall cover the following elements:
- 5.2. The content of this written program.
- 5.3. Types of fall protection equipment appropriate for use.
- 5.4. Recognition of applicable fall hazards associated with the work to be completed and the locations of such.

- 5.5. Inspection of fall protection equipment.
- 5.6. Equipment donning and doffing procedures.
- 5.7. Equipment strengths and limitations.
- 5.8. Training shall be conducted at initial employment and every two years, or when a change occurs in this procedure.

6.0 References

- 6.1. OSHA 29 CFR 1910.23
- 6.2. OSHA 29 CFR 1910.24
- 6.3. OSHA 29 CFR 1910.25
- 6.4. OSHA 29 CFR 1910.26
- 6.5. OSHA 29 CFR 1910.27
- 6.6. OSHA 29 CFR 1910.28
- 6.7. OSHA 29 CFR 1910.66
- 6.8. OSHA 29 CFR 1910.68
- 6.9. OSHA 29 CFR 1910.132
- 6.10. OSHA 29 CFR 1910.140
- 6.11. 29 CFR 1910 Subpart D Walking-Working Surface

7.0 Appendices

7.1. FOB-EHS-011-0-A Harness & Lanyard Inspection Form

8.0 Document Review and Approval

8.1. **Date Devised:** 5-29-19

8.2. **Reviewed Date:** 06-22

8.3. **Date Approved:** 06-22

8.4. **Approved By:** Ed Noter, Director, EH