



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS

APPLICABILITY
PRISON/WORK RELEASE

REVISION DATE
1/19/15

PAGE NUMBER
1 of 5

NUMBER
DOC 890.110

POLICY

TITLE
FALL PROTECTION PROGRAM

REVIEW/REVISION HISTORY:

Effective: 10/24/97
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Revised: 1/19/15

SUMMARY OF REVISION/REVIEW:


Numerous changes, including policy title. Read carefully!

APPROVED:

Signature on File

BERNARD WARNER, Secretary
Department of Corrections

12/11/14
Date Signed

 <p>STATE OF WASHINGTON DEPARTMENT OF CORRECTIONS</p> <p>POLICY</p>	<p>APPLICABILITY PRISON/WORK RELEASE</p>		
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REFERENCES:

DOC 100.100 is hereby incorporated into this policy; [WAC 296-155](#); [WAC 296-869](#); [WAC 296-874](#); [WAC 296-876](#)

POLICY:

- I. The Department recognizes the inherent danger of falls associated with construction and maintenance work and material handling. This policy is intended to protect employees, contract staff, volunteers, and offender workers from the risks associated with falls while performing:
 - A. Roofing work or constructing a leading edge per WAC 296-155-24603 at heights of 10' or more.
 - B. Any work at heights of 4' or more on walking/working surfaces with unprotected sides and/or edges above an adjacent floor or ground, which may require a standard guardrail system for areas including loading docks.
 - C. Any work above or adjacent to dangerous equipment, impalement hazards, or floor holes/openings, regardless of height.

DIRECTIVE:

- I. General Requirements
 - A. Each facility will establish a fall protection program, including:
 1. Written fall protection plans and hazard assessments/Job Safety Analyses (JSAs) to identify potential fall hazards.
 2. Consideration for guardrail installation where feasible.
 3. Requirements for proper use of fall protection equipment for platform lifts, bucket trucks, and other worker lifting equipment per manufacturer's instructions, Washington Industrial Safety and Health Act (WISHA) rules, WAC 296-869, and WAC 296-155-55300.
 4. Scaffolding fall protection requirements per WAC 296-874.
 - B. Equipment service or repair work conducted on low pitched roofs no greater than 4:12 (i.e., 18 degrees) may use a safety watch system as follows:
 1. One person will perform the work while one competent person, as defined in WAC 296-155-24603, conducts the safety watch.



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2. No one else will be allowed on the roof.
 3. The person conducting the safety watch will not perform any other duties during the safety watch except:
 - a. Maintaining a clear, unobstructed view of the worker, and
 - b. Monitoring for fall hazards and warn the worker if any exist.
 4. The worker will immediately comply with any warnings given.
- C. Work on or above ceilings or suspended ceilings will be performed by removing enough ceiling tiles or panels to use the appropriate ladders/lifts/platforms.
1. Workers will not enter the ceiling space to perform work unless:
 - a. The space is not a suspended ceiling, and
 - b. A developed plan has been established by a qualified person (i.e., someone with a recognized degree or professional certificate who has extensive knowledge and experience in design, analysis, evaluation, and specifications for the subject work/project/product).
 2. If the process cannot be followed to perform the work, the Fall Protection Manager will consult with the Capital Programs Director.
- D. Tower hatches will remain closed unless entering/exiting through the hatch.
1. This requirement will be posted at each hatch and maintained in appropriate post orders.

II. Responsibilities

- A. Each Superintendent/Community Corrections Supervisor overseeing crews requiring fall protection and the Correctional Industries Site/Services Manager will designate in writing a Fall Protection Manager, who will:
1. Maintain and implement the facility's fall protection program.
 2. Ensure that all tower and roof access floor hatch covers are closed and remain closed during occupancy, or have adequate guardrails around them per WAC 296-155-24609(4).
 3. Ensure training is provided for workers that may encounter fall hazards.
 4. Assist employees and workers with ladder selection, appropriate use, and ladder safety training per WAC 296-876.



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5. Use Department of Labor and Industries form [F417-102-000 Competent Person Evaluation - Fall Restraint & Fall Arrest](#) to evaluate employees for designation as competent persons able to identify existing and potential fall hazards.
 6. Maintain a list of designated competent persons.
- B. Competent persons will:
1. Be able to understand and apply regulations, policies, and procedures for fall protection equipment use, including manufacturer's recommendations and instructions for proper use, assembly, inspection, and maintenance.
 2. Have the authority to take prompt corrective action to eliminate hazards and stop work if warranted.
 3. Coordinate with facility maintenance employees and the Fall Protection Manager to determine and acquire appropriate fall protection equipment needed to conduct construction/maintenance tasks.
 4. Coordinate and monitor each project and job site where a fall hazard of 10' or more exists to ensure implementation of the plan and amend it as workers, equipment, or conditions change.
 5. Complete DOC 21-583 Fall Protection Plan for each project where a fall hazard of 10' or more exists, coordinate and monitor the project and job site to ensure the plan is implemented, and amend the plan as workers, equipment, or conditions change.
 - a. The competent person will post/maintain the plan at the job site.
 - b. The Fall Protection Manager will review and file the completed plan when the project is complete.
 6. Coordinate fall protection training for all workers required to use fall protection equipment or the safety watch system.
 - a. Training will be completed before allowing workers to enter areas where fall hazards exist.
 - b. Offender worker training will be documented on a class roster and DOC 21-583 Fall Protection Plan.
 - c. Employee training will be documented on a class roster and in the database administered by the Training and Development Unit.



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DEFINITIONS:

Words/terms appearing in this policy may be defined in the glossary section of the Policy Manual.

ATTACHMENTS:

None

DOC FORMS:

[DOC 21-583 Fall Protection Plan](#)