



UNIVERSITY OF MANITOBA PROCEDURE

Procedure:	FALL PROTECTION
Parent Policy:	Health and Safety
Effective Date:	January 1, 2004
Revised Date:	
Review Date:	January 1, 2014
Approving Body:	Administration: President
Authority:	
Responsible Executive Officer:	
Delegate: (If applicable)	
Contact:	Executive Director of Human Resources
Application:	All Employees, All Contractors, Students

Part I Reason for Procedures

To set out the Procedures secondary to the Policy entitled "Health and Safety" in connection with the protection of faculty, staff and students from the risks of injuries due to falls when working at elevated heights.

Part II Procedure(s)

- 2.1 Fall Protection Systems shall be provided where faculty, staff or students are assigned work 2.5 metres (8 feet) above a lower level and may be in danger of falling. This Procedure does not apply to working from ladders in accordance with safe work procedures established by the University.

2.2 Definitions

2.2.1 Fall Protection System ("FPS") means a system designed to protect a person from the risk of falling when working at elevated heights. Examples of FPS include fixed barriers, guardrails, surface opening protection, travel restraint, and fall arrest equipment ("FAE").

2.2.2 Fall Arrest Equipment ("FAE") means equipment that reduces that risk of injury when a fall takes place and is made up of a combination of some or all of the following components; anchorage point, full body harness, lanyard, fall arrestor, shock absorber and lifeline. FAE is to be considered only if engineering controls (i.e. guardrails) are not feasible to prevent a fall.

2.3 Types of Activities Which May Require FPS

Examples of activities where FPS may be required include:

- Roof maintenance, renovation and repairs (e.g., roof patching, repairing roof deck, pointing up chimneys, cleaning gutters, painting metal roofs)
- Building maintenance (e.g., window cleaning, painting, repair)
- Building heating, ventilation and air conditioning systems (e.g., access for installation, repairs, preventative maintenance and changing filters)
- Lighting (e.g., auditoriums, stairwells, pools, stadium lights, theatre lighting)
- Scoreboards and signs
- Material storage
- Tree climbing
- Working from elevated work platforms, such as aerial lifts and scaffolding
- Confined space entry work

2.4 Responsibilities

2.4.1 Supervisors are responsible to ensure that a FPS is provided, in proper working condition, where workers may be at risk of falling. Where necessary, a hazard assessment shall be done of the work activity prior to work being undertaken. Supervisors shall provide any necessary instruction in the use of a FPS.

2.4.2 Employees shall:

- a) follow safe work practices and use and maintain FPS and FPE as required.
- b) identify work activities where a risk of falling may be a hazard and advise their supervisor if they feel that a FPS is required.
- c) report immediately to their supervisor improperly maintained or damaged FPS.

2.5 General Requirements

- a) Training shall be provided to employees in hazard recognition and the proper use of FPS and FAE.
- b) A risk assessment shall be conducted of any work activity where there is a risk of falling to determine the most appropriate application of a FPS.
- c) Permanent FPS shall be incorporated into the overall design process of the University.
- d) The review process for new construction and major renovations of University buildings shall include consultation with the appropriate users of the facilities.
- e) Users shall include Physical Plant and other affected employees to identify building use and maintenance activities that may occur at elevated heights and expose employees to fall hazards.
- f) The design of FPS and FPE's shall be in accordance with applicable Building Code and related CSA standards.

2.6 Contractors

Contractors providing services to the University shall comply with this policy and any applicable regulations adopted under the Workplace Safety and Health Act.

2.7 Guidelines

The University has adopted the Manitoba Labour Workplace Safety and Health Guidelines on Fall Protection for reference and design purposes.

Part III Accountability

- 3.1 University Secretary is responsible for advising the President that a formal review of this Procedure is required.
- 3.2 The Director of Environmental Health and Safety is responsible for the communication, administration and interpretation of these Procedures.

Part IV Review

- 4.1 Formal Procedure reviews will be conducted every ten (10) years. The next scheduled review date for this Procedure is January 1, 2014.

4.2 In the interim, these Procedures may be revised or rescinded if:

- a) the Vice-President (Administration) or the President deems necessary;
or
- b) the relevant Policy is revised or rescinded.

Part V
Effect on Previous Statements

5.1 This Procedures supersede all of the following:

- a) all previous Board/Senate Procedures, and resolutions on the subject matter contained herein; and
- b) all previous Administration Procedures, and resolutions on the subject matter contained herein.

Part VI
Cross References

Health and Safety Policy