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| «Always safe» - a checklist for leaders from the industry collaboration alwayssafe.no | |
| Prevent falling objects during work at heights / scaffolds | |
| Et bilde som inneholder sitter, liten, mann, holder  Automatisk generert beskrivelse | |
| Equinor, Vår Energi and Aker BP have established a common annual wheel for important, cyclical topics – including falling objects. This checklist was developed based on inspiration from the SfS *handbook to prevent falling objects*, as well as actions taken after unwanted incidents and experiences from previous learning packages in the annual wheel. | |
| Context  Scaffolding work and work at height are risky.  A *dynamic falling object* (FO), is an object falling down due to an external force and poses a significant safety challenge. | Preparation for sampling and spot checks  In order to verify according to this checklist, you will need to consider the following:   * Make a selection of active work permits and check scaffolding and/or work at height. * When in field, have at hand the SFS handbook to prevent falling objects into the field, as it contains illustrations of best practices. |
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| # | Assessments | Observation | Action description |
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| 1 | Good practice when working at height, and securing tools and equipment at height  A good framework for working at height is an important factor in reducing the potential for falling objects. Check the following for those working at height when you verify.  Checkpoints – The framework for the job   * Have all requirements in the work permit been met before start of work? * Are the barriers sufficient? What if something falls and potentially changes direction on its way down? * Is there sufficient control tools having been brought up at height are also being brought back down? * Is there a log book for the work at height storage unit? Are the people in the team familiar with it, and is it being kept up to date? * What is the work team’s experience with the working at height procedures?   Checkpoints – Securing tools   * Was there performed a pre-use check of tools securing and fastening performed? If yes; what was the result of that check? * Are all tools and equipment secured against falling, both during transport and when working at height? * Are home-made methods in use, or is everything in accordance with the SFS handbook? * Is there a need for safety nets? If yes; are they appropriately placed and are the nets intact without damage? |  |  |
| 2 | Checking height storage units  A well-equipped tool cabinet/box containing the correct tools/equipment for working at height is an important aid in avoiding falling objects. Cabinets/boxes must be organized to give good overview and it must be easy to count its contents. Check the following:  Checkpoints   * Does every cabinet/box have a clear table of contents? * Is there a withdrawal log for the cabinet/box, and is it being used? * What is the status at the time you check the cabinet/box? * Are the tools in the cabinet/box in compliance with the SfS handbook? * What is done if tools are missing according to the table of contents/ log? Will this trigger a search? |  |  |
| 3 | Scaffolding log  Go to the scaffolding foreman – or gain access to the scaffolding log – and ensure it gives a satisfying picture of the status.  Checkpoints   * Are all scaffoldings in the log checked and re-checked according to the required inspection interval? * Are scaffoldings that are exposed to rough weather marked in the scaffolding log? |  |  |
| 4 | Condition of scaffolds in the field  Select a number of scaffolds from the scaffold log and perform a field survey – either alone or with the scaffolding foreman.  Checkpoints   * Do scaffolds in use have a green tag indicating the dates of check and re-check? * Has the green tag been removed from scaffolds that are not in use? * Is there a match between your field inspection and the scaffolding log? * After a storm; is scaffolding re-checked before being used? * Do any of the scaffoldings have visible defects/damages? * Are standard joint bolts in place and secured?      * Are the safety locks for e.g. hand rails in the closed position? * Are kicking boards mounted? * Mainly, stairs should be used as access to scaffolds. If scaffolds do not have stars as access; what is the reason? * Do scaffolding boards in weather exposed scaffolding have double lashing, as recommended by best practice after investigations (see photos below)?   Et bilde som inneholder benk, sitter, gress, liten  Automatisk generert beskrivelse  Et bilde som inneholder elektronikk, krets, datamaskin  Automatisk generert beskrivelse |  |  |
| 5 | Users of scaffolding  If you come across users of scaffolding in the field during the inspection, check if users have basic knowledge of scaffolding usage..  Checkpoints   * Does the user know when the scaffold was last checked/re-checked – and does the user know when they cannot use the scaffold? * Does the user know which weight limitations apply for the scaffold? * Is the scaffold neat and tidy? * Does the scaffold have any visible damages? * Has the user completed a course for scaffolding? * Is there work nearby (above/below) that poses a risk to the user or others? * Have the proper barriers been set up for the ongoing work on the scaffold? * Are tools and loose objects sufficiently secured? |  |  |
| 6 | Building scaffolds  Based on current scaffolding work permits, conduct a field survey for selected scaffolding jobs. If possible, bring the scaffolding foreman, if it suits him/her.  Checkpoints   * Do the executing scaffold builders have the necessary competence? * Is the correct fall protection equipment used when working at height? * Are tools and loose objects sufficiently secured? * Are scaffolding and tarpaulin secured for wind conditions? * Is double lashing of boards practiced (see point 4, Condition of scaffolds in the field)? * Is the scaffold planned to be marked as weather exposed in the scaffold log? |  |  |
| 7 | Interfaces between scaffolding and safety equipment  Based on current scaffolding work permits, conduct a field survey for selected scaffolding jobs. If possible, bring the scaffolding foreman, if it suits him/her.  Checkpoints   * Has the scaffold degraded/blocked escape routes? * Is all detection and deluge in the area taken into account – so that scaffolding does not conflict with these safety systems? * Could scaffolding being built conflict with elevator/cranes/sliding doors, or similar? * Is traffic in the area protected from protruding parts of the scaffold? |  |  |

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| Performed by | Date | Installation | Synergi reference |
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| Evaluation of checklist | |
| Do YOU have any suggestions for how to improve this checklist? Write it down here:  *E.g. If anything is missing or unclear etc., in the checkpoints above.* |  |
| *Remember to send in your improvement suggestions via the form at www.alwayssafe.no* | |