# **Procedure**



# Working at Height

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# 1. Purpose

The purpose of this Procedure is to provide the minimum standards that need to be met to eliminate or minimise the risks of fatalities, injuries and events arising from working at heights at Seqwater workplace.

# 2. Scope

This Procedure applies to all Seqwater Workers (which includes contractors), business groups and work activities at Seqwater Workplaces.

# 3. Critical Controls

Critical Controls for Working at heights			
	Critical Controls	Objective	
1	Edge protection including guardrails and fixed or portable barriers	To prevent exposure to an unprotected edge at height	
2	Grid Mesh and flooring is securely fastened	To prevent uncontrolled movement of grid mesh and flooring	
3	Fall restraint and arrest systems	To prevent equipment failure and incorrect use of fall restraint and arrest systems	
4	Stable ground conditions	To prevent uncontrolled movement of a portable platform or ladder	
5	Secondary protection device on Elevated Work Platforms (EWP)'s to prevent inadvertent activation of controls	To prevent accidental activation of EWP control levers and/or to supply a safe zone to prevent crush injuries	
6	Do not access fragile roof areas	To prevent worker access to fragile roof areas	
7	Spotter in place for mobile plant used as a working platform	To prevent uncontrolled movement or impact of mobile plant used as a working platform	
8	No workers in the firing line of high risk trees	To prevent workers being exposed to falling trees or limbs	
9	Exclusion zone (Drop Zone)	To prevent workers being exposed to falling objects	
10	Rescue suspended worker	To minimise the impact of a fall from height or falling object on human life	
11	Emergency Services assistance	To minimise the impact of a fall from height or falling object on human life	



# 4. Additional Controls

- All work activity involving working at height equipment or working at height must have a risk assessment completed before commencement of the task.
- Areas normally filled with water that have been drained should be assessed to determine if there is risk of falling from height.
- The work area must be controlled to prevent unauthorised and unprotected entry, using barricades and signage. All entry points to risk area should be considered.
- All workers using working at height equipment must be trained and competent to use the item of equipment.
- Workers operating the Elevated Work Platform (EWP) are trained and instructed in safe operating procedures
  for the particular model and type of equipment. The training must include the safe use of fall arrest
  equipment and emergency rescue procedures.
- The installation, maintenance and modification to any working at height equipment must be completed by a competent person in accordance with the manufacturer's instructions.
- All working at height equipment must be used in accordance with relevant standards and manufactures instructions or specifications.
- All working at heights tasks which require a harness must have a tested emergency plan and workers trained prior to the task commencing.
- All working at height equipment must be inspected and maintained and where applicable certified (for
  example, anchor points) prior to use. The Inspection of Height Safety Equipment Checklist (<u>FRM-00634</u>) may
  be used for the inspection. All inspection records must be kept for the life of the equipment.
- All working at height equipment which has been activated (protected a fall) or damaged should be removed
  from use (PRO-00014 Energy Tag and Lockout) and be inspected and certified as safe for use by a competent
  person prior to being used again (this should be the manufacturer/service agent/3rd party).
- When planning a working at height task ensure an appropriate number of workers are available to perform the task (for example, work involving the use of a harness should never be performed alone) and other work activities are not being undertaken in the area at the same time (i.e. where the work at height creates a risk for workers below).

## 5. Procedure

### 5.1 Planning

When planning tasks which involve working at heights where there is a potential to fall greater than 2 metres, the hierarchy of controls must be considered, eliminating the working at height activity is the preferred option.

Hierarchy of Controls	Example of possible risk control
Elimination (Highest level)	Eliminate the potential for a fall from the work task (i.e., relocating equipment to ground level).



Hierarchy of Controls	Example of possible risk control
Substitution	Replace the process, plant, or equipment with an alternate (i.e., replacing vertical ladders with stairs).
Isolation	Isolate workers from potential falls by installing a guardrail or grating around a wet well.
Engineering	Design or re-design the process, plant, or equipment (i.e., install a ladder climbing system or davit entry to a reservoir).
Administrative	Develop work instructions / Safety Work Method Statement SWMS using Combined Generic SWMS template (RSK-00481) or SWMS (TEM-00013) for undertaking tasks that expose workers to falls.  Warning signage.
PPE (Lowest level control)	Hard hat, gloves, safety goggles, protective clothing, harnesses, etc.

#### **5.1.1 Emergency Preparedness and Response**

A High-Risk Work Rescue Plan (TEM-00027) must be developed and tested where:

- A worker is using a safety harness to perform the work activity where there is a risk of falling (for example, fall arrest), or
- Where identified via risk assessment of the task

For work activities involving a worker using a harness, the rescue plan must ensure a worker is able to be safely removed from the harness within five minutes of sustaining a fall. This is to ensure the worker does not suffer the effects of suspension Intolerance as a result of being suspended in the harness. The rescue plan must also detail the methods to be used to safely extract a fallen worker from the work location in the event that a fall occurs.

All workers involved in work at height must be provided with appropriate information, instruction and training in relation to emergency procedures. The training in relation to emergency procedures should:

- Include recognising the risks of suspension intolerance
- Include training workers to implement rescue procedures including training workers to act quickly in the rescue of a person being suspended in an upright position for longer than five minutes
- Check workers competence in use and operation of equipment to perform a rescue
- Include training workers to administer first aid or have access to persons who are trained to use first aid and have access to first aid equipment.

### 5.2 Height access equipment

#### 5.2.1 Fixed Ladders

- Fixed ladders should be installed in accordance with AS 1657.
- If the angle of a fixed ladder is more than 75 degrees from horizontal, a safe system of work to prevent falls should be provided, for example; three points of contact and / or, a fall arrest system (refer: Code of Practice 2021 Managing the risk of falls at workplaces).
- Fixed ladders in areas where public may access the ladder must be locked or guarded at the base to prevent unauthorised access.



 Chains, trapdoors, or gates must be present at the top of access ladders to prevent a fall when working at height.

#### **5.2.2** Portable Ladders

- Work must be minimised when using portable ladders.
- Be fit for purpose for example, electrical works must have non-conductive material, must be rated to 120kg, or above and only be used in suitable weather conditions.
- Set up on suitable/stable ground and
- Inspected prior to use.
- The ladder should extend at least one metre above the stepping-off point on the working platform and no
  overreaching from the ladder (the centre of the torso should be within the ladder stiles throughout the work).
- Platform step ladders may provide a safe temporary work platform to undertake work at height. Platform step ladders greater than 1.8mtr used at Seqwater workplaces must incorporate a safety gate to provide a barrier on all sides of the work platform while the worker is on the platform.

Single and extension ladders can be prevented from slipping by:

- Placing ladders at a slope of 4:1
- Using step ladders in the fully opened position
- Securing ladders at the top and bottom.

### 5.2.3 Scaffolding

When using scaffolding:

- All persons who may be exposed to work health and safety risks resulting from scaffolding work must be
  provided with information and training that is specific to the scaffold that is being used.
- It must be erected, altered, and dismantled only by a competent person. Where a person or object could fall
  more than four metres the scaffold must be erected, altered, and dismantled by, or under the direct
  supervision of, a licensed scaffolder
- A detailed scaffold plan that demonstrates compliance to Scaffolding Code of Practice 2021 (Qld) should be provided prior to construction and handover certificate provided upon final construction.
- Persons erecting scaffolds shall use the 1 metre lift construction method, when this is not able to be implemented, fall-arrest / restraint systems must be implemented to minimise risk of fall
- Must be inspected by a competent person before use, after any incident that could affect its stability (such as
  a severe storm), after any alteration or repair, and at least every 30 days.
- Incomplete scaffolds must have barriers erected on the access and egress points and out-of-service tags affixed to each barrier.
- Mobile scaffold is restricted to nine metres in height and the total height of mobile scaffold must not be more than three times the height of the smallest base dimension (i.e., must not be more than three times the height of the shortest side of the scaffold).



Mobile scaffold must be constructed in accordance with manufacturer's instructions or specification.

FRM-01217 Scaffolding Checklist can used to verify that scaffolding has been designed and installed in accordant with the Code of Practice.

#### 5.2.4 EWP

When operating a mobile work platform:

- All workers should be inside the work platform
- Operators licensed and competent
- Operated within the safe working load (SWL) and not used as a crane.
- A harness should be worn where an anchor point is installed on the platform<sup>1</sup>
- Outriggers are correctly and safely placed, the pre-operating safety check is done and approved safety and rescue equipment is fitted.
- Ground surface in the direction of travel must be checked to ensure there are no penetrations or obstructions
  which could cause uncontrolled movement or overturning of the EWP.
- Secondary protection device installed to help prevent crush or trap injuries, there are 2 types of secondary protection devices:
  - 1. protective structures: a device attached or fixed to the existing guardrails that provides a protective barrier around the operator
  - 2. sensing devices: a device activated by force or pressure that stops the movement of the EWP to minimise harm
- Should an EWP not be able to be sourced with a secondary protection device a risk assessment must be completed and relevant approvals obtained as per <u>PRO-00657</u> Hazard Identification and Risk Management Procedure.
- The EWP is only used as a working platform and not as a means of entering and exiting a work area unless
  the conditions defined in AS 2550.10 Cranes, hoists, and winches Safe use Mobile elevating work
  platforms are met.

• A floatation device is readily accessible for rescue purpose for example life ring and life floats.

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<sup>&</sup>lt;sup>1</sup> \*\*this does not apply if there is a requirement for workers to be suspended in a workbox or in an EWP while working over water, the workers may not be required to be attached to the workbox or EWP via a harness subject to the following conditions:

<sup>•</sup> The risk of falling into water and drowning is higher than the risk of being injured by hitting the water surface or submerged objects.

A dedicated spotter/dogger must be present at all times to guide the operator and monitor the person working over water.



#### 5.2.5 Work Boxes

A work box is designed to be supported by a crane, hoist, forklift, or other mechanical device to provide an elevated work area for persons working from the box. Controls are detailed in <a href="PRO-00861">PRO-00861</a> Cranes and Lifting Procedure.

### 5.2.6 Anchor points and lines

- Should be inspected and tested in accordance with the requirements of the Safe Work with Plant Procedure (PRO-00867).
- Located so that a lanyard can be attached to it before a person(s) moves into a position where they could fall.
- Designed for fall-arrest loading.

#### Temporary anchorages:

- Temporary anchorages may be established for infrequent work for example, slings around a structural member i.e., known RSJ of adequate size and strength as assessed by a suitably qualified person.
- Where a proprietary system is to be used it must be installed as per manufacturer's instructions and verified as adequate by a suitably qualified person.
- Workers should be trained and competent in accordance with manufacturers' instructions.
- Have a minimum ultimate strength of 15kN (1500kg) for a single person anchorage, or 21kN (2100kg) for a
  double person anchorage.
- Hand rails are not be used as anchor points.

#### 5.2.7 Grid Mesh

A Grid Mesh, Flooring and Guardrail Removal Permit Form (FRM-00412) is required when any grid mesh, flooring or handrail is removed and the removal of the grid mesh, flooring or handrail creates a fall risk to workers or the public.

#### 5.3 Fall Prevention

#### 5.3.1 Edge Protection / Guard Rails

Edge protection is a barrier which prevents a worker accessing an open edge or opening where there is a risk of a fall. Edge protection is a key component of fall prevention and is applied extensively throughout Seqwater workplaces which may be permanent or temporary.

A guardrail shall be provided on relevant parts of solid construction including the perimeter of buildings and other structures, mezzanine floors, openings in floors and the open edges of stairs, landings, platforms or shaft openings.

Where portable barriers are being installed to undertake a work activity near an existing unprotected edge, the workers installing the barriers must be protected from falling by a fall restraint system. and where practicable the portable barrier must be installed prior to the unprotected edge being created (i.e. before the pit lid is removed).



#### 5.3.2 Controlled Work Area

Temporary barricades and signage should be placed at all entries to an area where work is being conducted at heights, to prevent unauthorised or unprotected access. Signage should identify that work at heights is being conducted in the area, and provide contact information to authorise entry to the area.

Workers (including contractors and visitors) on site who may require access to this area should be notified of changes to the work environment.

### 5.4 Restraint Technique

A restraint technique controls a person's movement by physically preventing the person reaching a position where there is a risk of a fall. A restraint technique consists of a harness that is connected by a lanyard to an anchorage or horizontal life line. The restraint technique system must be set up to prevent the wearer from reaching an unprotected edge.

All equipment used for restraint technique systems should be designed, manufactured, selected and used in compliance with the AS1891 Industrial fall-arrest systems and devices series of standards.

Restraint Technique systems should only be used if it is not reasonably practicable to prevent falls by providing a physical barrier (for example, a guard rail). This is because restraint techniques require a high level of user skill to operate safely and also greater supervision.

A restraint technique system must be installed by a competent person in accordance with the manufacturer's instructions. Restraint anchorages must be designed for fall-arrest loading.

Full body harnesses, including energy-absorbing lanyard are **mandatory** for all fall prevention systems. Belt, chest or 'sit only' type harnesses are **NOT** to be used.

The harness connection point to the lanyard must be made at either the dorsal or chest position.

A restraint technique system is suitable for use where a worker can maintain secure footing without having to tension the restraint line and without the aid of any other hand hold or lateral support.

When deciding whether secure footing can be maintained, the following must be considered:

- the slope of the surface
- the supporting material type
- the surface texture of the surface and whether it is likely to be wet, oily or otherwise slippery.

When selecting and using a restraint technique system, the following shall be considered:

- The correct selection, installation, and use of the equipment.
- That the system is designed and installed so that the person is not able to reach a position from which they
  are able to fall.
- That the equipment has been inspected and has a current inspection tag fitted (where required).

Where the work method requires persons to detach and re-attach from a restraint device whilst at height, a dual lanyard system shall be utilised to ensure that at least one connection point is maintained at all times.

All restraint system components must be permanently marked or labelled to indicate their purpose, correct use, limitations and other relevant information aimed at reducing misuse of the equipment.



No person may wear a harness or use any other fall restraint device unless they have been trained in their safe use.

An individual fall arrest system must be used instead of restraint techniques if:

- the user can reach a position where a fall is possible
- the user has a restraint line that can be adjusted in length so that a free fall position can be reached
- there is a danger the user may fall through the surface, for example fragile roofing material
- the slope is over 15 degrees
- there is any other reasonably likely use or misuse of the system that could lead to a free fall.

#### 5.5 Fall Arrest

A fall arrest system is intended to safely stop a worker falling an uncontrolled distance and reduce the impact of the fall. Fall arrest systems DO NOT prevent falls, they are designed to arrest a fall.

All equipment used for fall arrest systems must be designed, manufactured, selected and used in compliance with the AS1891 Industrial fall-arrest systems and devices series of standards.

A fall arrest system must be installed by a competent person in accordance with the manufacturer's instructions. Restraint anchorage must be designed for fall-arrest loading.

All fall arrest system components must be permanently marked or labelled to indicate their purpose, correct use, limitations and other relevant information aimed at reducing misuse of the equipment.

Full body harnesses, including energy-absorbing lanyard are mandatory for fall arrest systems. Belt, chest or 'sit only' type harnesses are NOT to be used.

The harness connection point to the lanyard must be made at either the dorsal or chest position.

Situations where fall arrest systems must be used include:

- working outside of a guard railing or in an area where there is no railing (for example a roof, on beams, etc.)
- working in an EWP, workbox or similar.
- Key safety considerations in using fall arrest systems include:
  - the correct selection, installation, and use of the equipment
  - that the equipment and anchorages are designed, manufactured, and installed to be capable of withstanding the force applied to them as a result of a person's fall
  - that the system is designed and installed so that the person travels the shortest possible distance before having the fall stopped
  - that workers using a fall arrest system wear adequate head protection to protect them in the event of a fall
- workers should not use a fall-arrest system unless there is at least one other person on the site who can rescue them if they fall (refer section 5.1.1 of this Procedure for specific emergency requirements relating to the use of fall-arrest systems)



• if the equipment has been used to arrest a fall it is not used again until it has been inspected and certified by a competent person as safe to use.

Where the work method requires persons to detach and re-attach from a fall arrest device while at height, a dual lanyard system shall be utilised to ensure that at least one connection point is maintained at all times.

No person will wear a harness or any other fall arresting device unless they have been trained in their safe use.

#### Free fall distance

Fall arrest systems, incorporating a lanyard, should be installed so that the maximum distance a person would free fall before the fall arrest system takes effect is two metres.

There should be sufficient distance between the work surface and any surface below to enable the system, including the action of any shock absorber to fully deploy (see figure below) before the worker impacts any surface.

To establish the free fall distance for a work activity, the following must be considered:

- the worker's height
- · the height and position of the anchorage point
- the length of the lanyard
- any slack in the horizontal life line
- any stretching of the lanyard or horizontal life line when extended by a fall
- the length of the energy absorber when extended by a fall.

If a person using an individual fall arrest system falls, the system may act as a pendulum, and in some situations the user may hit the ground (called 'swing down') or swing back onto the building or structure (which is called 'swing back').

Swing down can occur if the lanyard slides back along the perimeter edge of the roof until it is vertical. When this happens, the person may hit the ground, or the lanyard may break as a result of its contact with the edge of the roof. Measures to address 'swing down' include:

- the installation of guard rails
- placing the anchorage point at a right angle to the position of the lanyard at the perimeter edge (for example, by using a mobile anchorage)
- the installation of a second anchorage point and belay devices (intermediate anchorages).

### 5.6 Double lanyards

When using double lanyards, workers must comply with the following:

- There must be no back hooking with the lanyards
- The lanyards should not be wrapped around the body or passed between the legs

The harness chest connection should never be higher than the highest attachment point. Double lanyards are not suitable for frequent use (because of possible misuse or muscle injury) and the ladder or structure points must be capable of arresting forces generated by a fall with the double lanyard. Where practicable, anchorage lines or rails should be installed and used in preference to using a double lanyard.



#### 5.6.1 **Davit**

Davit systems must meet the requirement of AS/NZS 5532:2013 *Manufacturing requirements for single point anchor devices used for harness-based work at height* and may be used for lowering or extracting workers from work areas (i.e. confined spaces).

#### 5.6.2 Over water

When working over water in a work box or in an EWP the workers may not be required to be attached to the work box or EWP via a harness subject to the following conditions:

- The risk of falling into water and drowning is higher than the risk of being injured by hitting the water surface or submerged objects.
- A dedicated spotter/dogger must be present at all times to guide the operator and monitor the person working over water.
- A life jacket is worn when positioned over or above water.

#### 5.6.3 Work Positioning systems / Rope access

A work positioning system involves the use of equipment that enables a person to work supported in a harness in tension in such a way that a fall is prevented. Industrial rope access systems are used for gaining access to and working at a workface, usually by means of vertically suspended ropes.

When using industrial rope access systems, the following must be considered:

- Workers are trained and competent in the technique being used
- Workers do not work alone; in case they require assistance in an emergency
- All equipment is inspected regularly by a competent person
- Prior to use, all fixed anchorage points are checked by a competent person to confirm that all components comply with the appropriate Australian standard AS/NZS 4488 Industrial rope access systems.
- Barricades and signposts are placed on all access areas below the working area and anchorage locations to exclude and alert the public and tradespeople.

# 6. Definitions

Term	Definitions
Davit	A crane like device, for suspending or lowering equipment or workers to a different level, such as in confined space entry, and for performing rescues.  A davit may be permanently mounted or portable. Portable davits may also be used with a fixed or portable base.
Drop Zone	Area below or adjacent to the work area where objects could fall or be directed into if they strike other structures after they fall.
Fall	A fall by a person from one level to another.



Term	Definitions	
Fall Arrest System /Restraint System	A Fall arrest system is required for tasks within two metres of an unprotected edge or other fall hazard, such as a fragile roof, a fall risk exists and must be controlled	
Flooring/Grid Mesh Panel	Any section of trafficable flooring, walkway, platform (grid mesh, checker plate, pit covers (hinged or otherwise)), steps or ladder rungs. A grid mesh panel can be used in the construction of walkways or platforms, including metal or fibre reinforced plastic panels.	
Removal of grid mesh, flooring or guardrail	To completely or partially remove or displace an item of grid mesh, flooring, or guard railing to create an opening through or leading edge from which someone or something could fall.	
Restraint Technique System	A restraint technique system controls a person's movement by physically preventing the person reaching a position where there is a risk of a fall. A restraint technique system consists of a harness that is connected by a lanyard to an anchorage or horizontal life line. The restraint technique system must be set up to prevent the wearer from reaching an unprotected edge.	
Risk of a Fall	Means a circumstance that exposes a worker while at work, or other person while at or in the vicinity of a workplace, to a risk of a fall that is reasonably likely to cause injury to the worker or other person. This includes circumstances in which the worker or other person is:	
	in or on plant or a structure that is at an elevated level	
	in or on plant that is being used to gain access to an elevated level	
	in the vicinity of an opening through which a person could fall	
	in the vicinity of an edge over which a person could fall	
	on or in the vicinity of a surface through which a person could fall	
	on or near the vicinity of a slippery, sloping, or unstable surface.	
Temporary anchorages	A secure point for attaching a lanyard, lifeline or other component of a travel restraint system or fall-arrest system. Anchorages require specific load and impact capacities for their intended use.	
Unprotected Edge	A drop off or fall from any height created by the removal or modification of an existing structure which is used to prevent exposure to an unprotected edge, such as removal of flooring, guard rail, hatches, pit covers or manholes.	
Work at Height	Work at height is any work activity undertaken where (excluding access):  • a harness is worn and/or	
	there is a risk of falling or being exposed to an edge where the drop is greater than 2 metres.	



# 7. Roles and Responsibilities

Role	Responsibility
Managers	<ul> <li>Establish processes to ensure all reasonably foreseeable hazards that could give rise to the risk of falls are identified in their area of responsibility, with effective control measures implemented to eliminate these risks wherever practicable, or otherwise to minimise the risks so far as is reasonably practicable.</li> <li>Provide communication, supervision, instruction, and access to training in the management of fall risks.</li> <li>Ensure the site hazard registers includes fall risks located at their workplaces.</li> </ul>
Line Supervisors	<ul> <li>Ensure hazards associated with the falls are assessed and managed in consultation with workers and/or health and safety representatives.</li> <li>Implement and regularly review controls to mitigate the risks of falls.</li> <li>Provide workers with appropriate fall protection equipment and ensure they are correctly used and maintained as required.</li> <li>Ensure a SWMS using Combined Generic SWMS template (RSK-00481) or SWMS (TEM-00013) is conducted, and identified controls are implemented, prior to commencing any work activity that exposes a worker to the risk of falling.</li> </ul>
Maintenance Coordinator  Tactical Maintenance Planner	<ul> <li>Ensure all statutory plant (including anchorages and other relevant safety equipment required to manage risks associated with falling) at workplaces within their area of responsibility is scheduled in CIS.</li> <li>Ensure all required maintenance, inspection, testing and calibration is undertaken on statutory plant at workplaces within their area of responsibility in accordance with the schedule in CIS.</li> </ul>
i actical Maintenance Planner	<ul> <li>Develop and implement a maintenance, inspection and testing program for statutory plant (including anchorages and other relevant safety equipment required to manage risks associated with falling) to meet regulatory requirements.</li> <li>Ensure that all registrable plant is registered in accordance with the requirements of the Work Health and Safety Regulation 2011 (Qld).</li> </ul>
HSW Team	Provide advice, support, and consultation on managing the hazards and risks of falls, including identification and implementation of effective risk controls.



Role	Responsibility
Workers	Follow any instructions in relation to managing falls.
	<ul> <li>Conduct a SWMS using Combined Generic SWMS template (<u>RSK-00481</u>) or SWMS (<u>TEM-00013</u>) and implement risk control measures prior to commencing any work where there is a risk of falls.</li> </ul>
	Wear and maintain personal protective equipment (PPE).
	Comply with PPE signage requirements.
	<ul> <li>Undertake relevant training where identified in the Training Needs Analysis.</li> </ul>
	<ul> <li>Report hazards, risks or incidents in relation to falls to their line supervisor or manager and Seqwater Incident Hotline (07) 3270 4040 where required.</li> </ul>

# 8. Training and Competency

Requirement	Description	Refresher Timeframe	Target Audience
Work Safely at Heights - Awareness Training	This eLearning course will provide you with an understanding of the hazards, risks, and controls in relation to working at heights in the workplace	Nil	Roles that supervise or monitor works involving working at height
Work Safely at Heights	This face-to-face training will provide you with the theoretical and practical understanding of hazards, risks and controls to work safely at heights.	2 yearly	Any roles that are required to use a fall arrest or fall prevention systems
Elevated Work Platform (EWP) - less than 11 mtr	This provides people with the required knowledge to operate an Elevated Work Platform (EWP) less than 11mtr.	Nil	Anyone who is required to operate an EWP which is less than 11mtr, i.e. some positions in maintenance and hydrographers.
High Risk Work Licence – Elevated Work Platform (WP)	A High-Risk Work Licence (Class WP) for boom-type elevating work platforms with a height or reach of 11m or more.	5 yearly	Anyone who is required to operate an EWP which has a reach greater than 11mtr, i.e. nominated people in maintenance



# 9. References and Related Materials

Description	Location
AS 2550.1 Cranes, hoists, and winches – Safe use – General Requirements	SAI Global
AS 2550.10 Cranes, hoists, and winches - Safe use - Mobile elevating work platforms	SAI Global
AS/NZS 1891.1 Industrial fall arrest systems and devices – Harnesses and ancillary equipment	SAI Global
AS/NZS 1891.3 Industrial fall arrest systems and devices – Fall Arrest Devices	SAI Global
AS/NZS 1891.4: Industrial fall arrest systems and devices – Part 4 Selection, use and maintenance	SAI Global
AS/NZS 4488 Industrial rope access systems	SAI Global
AS/NZS 5532 Manufacturing requirements for single point anchor devices used for harness-based work at height	SAI Global
Code of Practice 2021 – Managing the risk of falls at workplaces https://www.worksafe.qld.gov.au	Internet
FRM-00412 Grid Mesh, Flooring and Guardrail Removal Permit Form	REX
FRM-00634 Working at Height - Safety Equipment Inspection Checklist	REX
FRM-01217 Scaffolding Checklist	REX
Managing the risk of falls at workplaces Code of Practice 2021 (Qld) https://www.worksafe.qld.gov.au	Internet
PRO-00014 Energy Tag and Lockout Procedure	REX
PRO-00657 Hazard Identification and Risk Management Procedure	REX
PRO-00861 Cranes and Lifting Procedure	REX
PRO-00867 Safe Work with Plant Procedure	REX
RSK-00481 Combined Generic SWMS	REX
Scaffolding Code of Practice 2021 (Qld) https://www.worksafe.qld.gov.au	Internet
TEM-00013 Safe Work Method Statement (SWMS) Template	REX
TEM-00027 High Risk Work Rescue Plan Template	REX