

Safe Work Procedure

Fall Prevention & Fall Protection

Program/Services ALL TRU Departments & Contractors		Document ID RSS 18.12.4	Department: Risk and Safety Services
Personal Protective Equipment or Devices Used CSA-approved full body harness Energy-absorbing lanyard or self-retracting lifeline CSA-approved protective footwear CSA-approved anchor system Head protection where overhead hazards exist	Training Requirements Fall Protection / Fall Arrest training appropriate to the equipment and task Instruction in inspection and proper use of fall protection equipment Familiarity with work-specific fall hazards and controls	Applicable Documents TRU Fall Protection Equipment Inspection Checklist TRU HSE Manual and applicable Safe Work Procedures WorkSafeBC fall protection planning tools Industry guidance for rescue planning (e.g., BCCSA Fall Protection Rescue Guide)	Creation Date: 15 SEP 2014
			Effective Date: 27 March 2026
			Next Review: March 2027
			Revision no.: 4
			Reviewer: Safety Technician

HAZARD IDENTIFICATION — VISUAL SUMMARY

FALL FROM HEIGHT	FALLING OBJECTS	SLIPS / TRIPS	IMPACT INJURY	WORKING ALONE
				
Exposure to unprotected edges, platforms, roofs, ladders, or openings	Tools or materials falling from elevated work	Poor footing or contaminated walking surfaces	Contact during fall or swing-fall	Delay in rescue following a fall

PURPOSE

To establish minimum safe work requirements for preventing falls and protecting workers from fall hazards during work activities at Thompson Rivers University, in compliance with WorkSafeBC Occupational Health and Safety Regulation Part 11 (Fall Protection). This procedure provides task-level safe work expectations and does not replace training or fall protection program requirements.

WHEN FALL PREVENTION OR FALL PROTECTION IS REQUIRED

Fall prevention or fall protection controls must be implemented when a worker is exposed to a risk of falling that could result in injury, including but not limited to the following situations:

- Working near unprotected edges, openings, or perimeters of floors, roofs, platforms, mezzanines, or fall hazard areas
- Working around floor, roof, or surface openings not protected by secured covers or guardrail systems
- Working from scaffolds, work platforms, or mobile elevated platforms where guardrails are not present or are temporarily removed
- Performing work from ladders where three points of contact cannot be maintained or where both hands are required to perform the task
- Working above operating machinery, hazardous substances, equipment, or materials that increase injury severity in the event of a fall
- Working in locations where the consequences of a fall are increased due to surface conditions, obstructions, or restricted movement
- Performing work from ladders where three-point contact cannot be maintained or where both hands are required for the task

Where elimination of exposure is not practicable, appropriate fall prevention or fall protection measures must be selected and implemented before work begins. Applicable TRU Safe Work Procedures must be followed based on the task and equipment used.

Regulatory Thresholds

Fall protection must be implemented when a worker is exposed to a fall hazard that could result in injury, including but not limited to:

- A fall of 3 metres (10 feet) or more
- A fall of less than 3 metres where the worker could fall:
 - into operating machinery,
 - into hazardous substances,
 - onto dangerous equipment or materials
- Falling through an opening in a work surface

SELECTION OF FALL PREVENTION AND FALL PROTECTION CONTROLS

Fall hazards must be controlled using the hierarchy of controls, selecting the highest level of protection that is practicable for the task and work environment.

Control Selection Principles

- Eliminate fall hazards wherever reasonably practicable
- Use engineered solutions to physically prevent falls before relying on personal protective equipment
- Select personal fall protection systems only when higher-level controls cannot be implemented

Examples of Control Types

- **Elimination:** Performing tasks from ground level or relocating work to eliminate elevation exposure
- **Engineering Controls:** Guardrails, temporary or permanent barriers, secured covers over openings, elevated work platforms with built-in protection
- **Administrative Controls:** Work planning, restricted access zones, sequencing of tasks to limit exposure duration
- **Personal Fall Protection:** Travel restraint, fall restricting, or fall arrest systems selected based on the task and environment

Personal fall protection systems must never be used as a substitute for practicable elimination or engineered controls.

Types of Personal Fall Protection

Where personal fall protection systems are used, the level of protection must be appropriate for the task and hazard:

- **Travel restraint systems** prevent a worker from reaching a location where a fall could occur
- **Fall restraint systems** limit the distance a worker can fall
- **Fall arrest systems** stop a fall after it has occurred

GUARDRAILS, COVERS, AND BARRIERS

Where guardrails, barriers, or covers are used to control fall hazards:

- Guardrails must be installed wherever there is access to an unprotected edge or opening and the risk of falling exists
- Covers used over floor or surface openings must be secured, capable of supporting intended loads, and clearly identified
- Temporary removal of guardrails, covers, or barriers to perform work requires alternate fall protection measures to be in place for the duration of exposure
- Guardrails, covers, and barriers must be restored immediately once the task requiring their removal is complete

PERSONAL FALL PROTECTION SYSTEMS — GENERAL REQUIREMENTS

Where personal fall protection systems are required:

- Systems must be selected based on the specific task, work location, and fall hazard
- Systems must be configured to minimize free fall distance and prevent contact with lower levels or objects

- Swing-fall hazards must be assessed and controlled through proper anchor point location and system configuration
- Only CSA-approved components designed for fall protection must be used
- Personal fall protection systems must not be modified or altered

Waist belts are not permitted for fall protection.

ANCHORAGE AND ATTACHMENT

Anchorage points used for fall protection must:

- Be specifically designed, installed, or approved for fall protection use
- Be compatible with the fall protection system being used
- Be located to prevent increased risk due to swing fall or excessive free fall

Workers must not attach fall protection equipment to components that are not designed to serve as anchor points, including piping, conduit, or temporary structures unless explicitly approved.

RESCUE PLANNING REQUIREMENTS

Before using a fall arrest system, rescue planning must be completed.

- A method for prompt rescue must be identified before work begins
- Workers must not rely solely on emergency services as the primary rescue method
- Rescue planning must ensure prompt retrieval to prevent suspension trauma
- Rescue equipment and trained personnel must be available at the work location where required

Work involving fall arrest systems must not proceed unless rescue planning has been addressed.

PRE-USE REQUIREMENTS

Before starting work where a fall hazard exists:

- Conduct a task-specific hazard assessment to identify fall hazards and potential consequences
- Determine whether elimination or engineered controls can be implemented
- Select appropriate fall prevention or fall protection controls based on the hierarchy of controls
- Verify anchor points and fall protection systems are suitable for the task and location
- Inspect fall protection equipment for damage or defects prior to use
- Ensure rescue planning has been completed where fall arrest systems will be used
- Confirm that environmental conditions (weather, surface condition, lighting) do not increase fall risk beyond planned controls

Defective or damaged equipment must be removed from service immediately.

OPERATING RULES

During work activities involving fall hazards:

- Maintain continuous fall protection where required
- Do not bypass, disable, or remove fall protection controls unless alternate protections are in place
- Maintain secure attachment to approved anchorage points at all times when using personal fall protection
- Keep work areas organized to prevent slips, trips, or loss of balance
- Work must stop immediately if fall protection controls cannot be implemented as planned or if conditions change in a way that increases fall risk

SAFETY RULES

- Do not use fall protection equipment unless trained
- Do not use waist belts as fall protection
- Do not tie off to non-rated or prohibited anchorage
- Do not modify fall protection equipment
- Ensure rescue procedures are in place before fall arrest systems are used

HOUSEKEEPING

- Keep work surfaces clean, dry, and free of debris
- Secure loose tools and materials at height
- Remove temporary fall protection only when safe to do so
- Restore guardrails, covers, or barriers immediately after task completion

HAZARD CONTROLS — DETAILED TABLE

Hazard	Control Measure
Fall from Height	Use guardrails, covers, or approved fall protection systems when exposure exists
Falling Objects	Secure tools and materials; use toe boards where required
Slips / Trips	Maintain clean, dry walking and working surfaces
Impact Injuries	Configure systems to limit free fall and swing hazards
Improper Anchorage	Use only rated anchor points designed for fall protection
Equipment Defect	Inspect equipment before use; remove damaged items from service
Working Alone	Ensure rescue procedures and check-in systems are in place

RECORDS/VERIFICATION OF UNDERSTANDING

- Fall protection training records
- Equipment inspection records where required.
- Task-specific hazard assessments, where required

WORKING ALONE

High-risk fall protection tasks must not be performed alone unless a working-alone assessment and rescue plan are implemented in accordance with TRU requirements.

ANNUAL REVIEW

Risk and Safety Services (RSS) will complete a review of this Safe Work Procedure annually to ensure it remains current and effective. The Joint Occupational Health and Safety Committee (JOHSC) may be consulted during this review.

A review will also occur if:

- Regulatory requirements change.
- The procedure is reported to be ineffective.
- An incident occurs involving operation.

APPLICABLE OCCUPATIONAL HEALTH AND SAFETY REGULATION (OHSR)

SWP Section	Requirement Met	WorkSafeBC Regulation Reference
Purpose / Hazard Identification	Identification of fall hazards	OHSR 11.2
Pre-Use Requirements	Hazard assessment and control selection	OHSR 11.3
Operating Rules	Required fall protection systems	OHSR 11.4
Anchor Systems	Anchor strength and suitability	OHSR 11.5
Fall Protection Equipment	Harnesses, lanyards, lifelines	OHSR 11.6
Temporary Protection	Guardrails and openings	OHSR 11.7
Access Systems	Ladders and elevated work surfaces	OHSR 11.8
Training	Worker instruction and competency	OHSR 11.9

SUMMARY OF CHANGES

Rev#	Date	Change	Issued By
1	15 SEP 2014	NEW	OHS Officer
2	17 APR 2019	Review and revision	Safety Officer
3	22 AUG 2024	RSS update	Safety Advisor
4	27 MAR 2026	Full rewrite to align with new TRU SWP template. Renamed "Fall Prevention & Fall Protection" to highlight prevention-first.	Safety Technician