



Annex C

Fact Sheet on Fall Protection Plan

A fall protection plan is a site specific plan that provides a systematic approach towards eliminating or reducing the risk of falling from height by ensuring that all reasonable fall protection measures and methods are being taken prior to the commencement of the work.

2 The plan should be customised to address the unique conditions at individual workplaces. All workplaces engaged in activities that require workers to work at height shall develop and implement fall protection plan to ensure the safety of the workers during their course of work.

Components of a Fall Protection Plan

3 A comprehensive Fall Protection Plan should include (but not limited to) the following components:

a) Policy for Fall Protection

- The safety policy of a Fall Protection Plan shall state the organisation's approach and commitment to safety pertaining to fall protection.
- Top management shall define, endorse and document its policy for fall protection, appropriate to the needs, nature and scale of the organization's work at heights risks.

b) Responsibilities

- From top management to workers, everyone has roles and responsibilities for the prevention of injuries whilst working at height. These roles, responsibilities and accountabilities must be defined, documented and communicated.

c) Risk Assessment and Control Measures

- The organisation shall conduct comprehensive risk assessment, establish, implement and maintain detailed control measures and safe work procedures for all workers, including subcontractor workers who are, or are likely, to be exposed to falling risks during the course of work.

d) Fall Protection Equipment

- Methods for providing fall protection must be carefully assessed, selected for suitability and appropriateness and implemented to ensure that risks are reduced to acceptable levels. This includes fall prevention systems and personal fall protection equipment.

e) Inspection and Maintenance

- A documented maintenance regime has to be in place to ensure all systems and equipment is in good working order and serves their purpose.

f) Training

- Workers working at height must be able to perform their tasks safely. They have to undergo a training program encompassing hazard identification, assessing risks and consequences and necessary control measures. Crucially, all workers must know how to use, maintain, inspect and take care of their personal fall protection equipment.

g) Incident Investigations

- Any accidents/incidents relating to falls from height must be investigated to determine any underlying deficiencies, and corrective/preventive actions taken subsequently to prevent recurrence.

h) Emergency Preparedness

- All potential emergency situations relating to falling from height should be identified in order that emergency response procedures be established and implemented with periodic testing carried out to evaluate its effectiveness and revisions of procedures where necessary.

4 The Fall Protection Plan must be developed by a competent person. There must be adequate supervision to ensure that the plan is being implemented at the workplace. It should also be monitored, properly documented and reviewed periodically to ensure its relevancy and effectiveness. More information about ensuring safety while working at height is available in the Code of Practice on Working Safely at Height on the WSH Council website at www.wshc.gov.sg.