

## Group Standard

### C4 – Working at heights

Group standard	Title: <b>Working at heights</b>			
	Function: <b>Health, Safety, Environment and Communities (HSEC)</b>			
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Owner: <b>Global head of Health, Safety, Environment and Communities</b>		Approver: <b>Executive Committee</b>		Target Audience: <b>All Rio Tinto staff and each Rio Tinto Group business and function</b>
Direct Linkages to other relevant Policies, Standards, Procedures or Guidance notes:  <b>Rio Tinto management system standard, Management of scaffolding Group procedure, C4 – Working at heights guidance note</b>				
Document purpose:  <b>To support implementation of the Group Safety policy by providing the minimum requirements for preventing injuries and fatalities for tasks where a potential of falling from heights has been identified.</b>				

# C4 – Working at heights

## Intent and scope

This standard applies to employees and contractors working at all Rio Tinto business units and managed operations, through all stages of their lifecycle from exploration through to closure.

The intent is to prevent injuries and fatalities from:

- persons falling from height,
- operation and/or failure of height access equipment, and
- objects falling from height.

## Control requirements

Requirements in this standard apply in addition to any defined in the Rio Tinto Management System. At all times, the elimination of risk is the priority.

### Planning

- 1.1 There must be a process to minimise working at heights.
- 1.2 Where there is a risk of falling, appropriate control measures must be implemented.
- 1.3 Where there is a risk of falling greater than 1.8 metres fall prevention or fall arrest must be used.

### Implementation and operation

- 1.4 Each operation must establish a risk based working at heights permitting process.
- 1.5 There must be a process for preparing and testing emergency rescue procedures for fall scenarios.

### Fall prevention

- 1.6 There must be a process to reduce the risk of falling by using fall prevention, such as:
  - a) fixed and temporary platforms, and
  - b) fall restraint.

### Fixed and temporary platforms

- 1.7 Wherever practical, a safe working area must be provided by means of work platforms or scaffolds.
- 1.8 Work platforms and scaffolds must have complete floors, guardrails and toe-boards and safe access and egress must be provided.
- 1.9 There must be a process to manage scaffolding that complies with the Management of scaffolding Group procedure.

## **Fall restraint and fall arrest**

1.10 Fall restraint must:

- a) only be used when the use of work platforms or hard barricading can not be used,
- b) prevent a person reaching a position at which there is a risk of a fall, and
- c) consist of a harness that is connected by a lanyard to an anchorage point or static line.

1.11 Fall arrest must only be used when fall restraint can not be used, and the person:

- a) can reach a position where a fall is possible,
- b) has a lanyard that can be adjusted in length so that the unprotected edge can be reached, and
- c) is working on a surface that may not hold their weight.

1.12 Fall arrest systems must consist of:

- a) an approved full body harness,
- b) a shock absorbing lanyard (where the potential to fall is greater than four metres),
- c) a short restraining lanyard (where the potential to fall is less than four metres),
- d) double or triple action snap hooks (or karabiner type rings), and
- e) secure anchorage points or static lines.

1.13 There must be a process for ensuring that fall restraint and fall arrest equipment is:

- a) tested and certified for use,
- b) inspected by the user before use, and
- c) destroyed following a fall or where inspection has shown evidence of excessive wear or mechanical malfunction.

## **Mobile work platforms**

1.14 When operating a mobile work platform:

- a) a competent and authorised person must be designated to control the mobile work platform,
- b) the designated person must be inside the basket, and
- c) every person in the mobile work platform must be attached to an approved anchorage point at all times.

1.15 There must be a process for authorisation of mobile work platforms prior to their use in the operation.

1.16 There must be a process for the inspection and maintenance of mobile work platforms that verifies that they function to design specifications and manufacturers requirements.

1.17 Operators must undertake pre-operational safety checks for each shift that the mobile work platforms are used and this must be kept with the equipment:

- a) pre-operational safety checks must be based on a risk assessment for the equipment that identifies defects that the mobile work platform must not be operated with, and
- b) mobile work platforms must not be operated with an inoperable or defective safety device.

## **Anchorage points**

1.18 Permanent anchorage points must be:

- a) designed and rated to take the required load, and
- b) periodically inspected.

1.19 Temporary anchorage points must be assessed prior to use to ensure they can support the required load.

## **Barricading**

1.20 Each operation must establish a risk-based process to define barricading requirements where there is a risk of falling into an opening or over an unprotected edge.

## **Ladders**

1.21 Work from portable ladders must be minimised. If required, it must be carried out under an approved procedure.

1.22 A person may climb or descend a ladder without fall protection provided that they are able to use both hands and legs to do so; face the ladder, and use one step at a time.

1.23 Portable ladders must be safely stored, inspected before use and maintained.

## **Dropped objects**

1.24 Where overhead work is being conducted:

- a) barricading must be erected around the work area to prevent people accessing the fall zone, and
- b) there must be controls in place to prevent tools and equipment from falling.

## **Competency**

1.25 There must be a process for personnel to be deemed competent and authorised to:

- a) issue working at heights permits,
- b) design, erect, dismantle, maintain and inspect work platforms and scaffolds,
- c) design, install, inspect and maintain anchorage points and static lines,
- d) operate and maintain mobile work platforms,
- e) inspect and maintain scaffolding and working at heights equipment, and
- f) work at heights.