



STATE OF WASHINGTON  
DEPARTMENT OF CORRECTIONS

APPLICABILITY  
**PRISON/WORK RELEASE**

REVISION DATE  
12/17/20

PAGE NUMBER  
1 of 6

NUMBER  
**DOC 890.110**

**POLICY**

TITLE  
**FALL PROTECTION PROGRAM**

**REVIEW/REVISION HISTORY:**

- Effective: 10/24/97
- Revised: 1/15/04
- Revised: 9/25/07
- Reviewed: 11/4/08
- Revised: 9/10/09
- Reviewed: 8/10/11
- Revised: 11/12/12
- Revised: 1/19/15
- Revised: 12/17/20

**SUMMARY OF REVISION/REVIEW:**


Major changes to include the addition of new processes to align with updated Washington Administrative Code. Read carefully!

**APPROVED:**

Signature on file

\_\_\_\_\_  
**STEPHEN SINCLAIR**, Secretary  
Department of Corrections

11/18/20  
\_\_\_\_\_  
Date Signed

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**REFERENCES:**


DOC 100.110 is hereby incorporated into this policy; [RCW 49.17](#); [WAC 296-155](#); [WAC 296-869](#); [WAC 296-874](#); [WAC 296-876](#); [WAC 296-880](#); DOC 890.130 Job Safety Analysis, Hazard Assessments, and Personal Protective Equipment

**POLICY:**

- I. The Department recognizes the inherent danger of falls associated with construction, maintenance work, and material handling. This policy is intended to protect employees, contract staff, and incarcerated workers from the risks associated with falls while performing:
  - A. Roofing work or constructing a leading edge per WAC 296-155-24603 at heights of 4' or more.
  - B. Any work at heights of 4' or more on walking/working surfaces with unprotected sides and/or edges above an adjacent floor or ground, which may require a standard guardrail system for areas, including loading docks.
  - C. Any work, regardless of height, above or adjacent to dangerous equipment, impalement hazards, or floor holes/openings.

**DIRECTIVE:**

- I. General Requirements
  - A. Fall protection is required for work being performed at 4' and greater heights, and a written plan is required at 10' or greater.
  - B. Each facility will establish a fall protection program, including:
    1. Written fall protection work plans and a hazard assessment/Job Safety Analysis (JSA) per DOC 890.130 Job Safety Analysis, Hazard Assessments, and Personal Protective Equipment to identify potential fall hazards.
      - a. A copy of the fall protection plan will be maintained at an active job site.
    2. Consideration for guardrail installation where feasible.
    3. Requirements for proper use of fall protection equipment per manufacturer's instructions, RCW 49.17 Washington Industrial Safety and Health Act (WISHA), and WAC 296-880 for:

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- a. Platform lifts
- b. Bucket Trucks
- c. Order pickers (i.e., PITs)
- d. Other worker lifting equipment

4. Scaffolding fall protection requirements per WAC 296-874.

C. Work on or above ceilings or suspended ceilings will be performed by removing enough ceiling tiles or panels to use the appropriate ladders/lifts/platforms.

1. Workers will not enter the ceiling space to perform work unless:
  - a. The space is not a suspended ceiling, and
  - b. A developed plan has been established by a qualified person (i.e., someone with a recognized degree or professional certificate who has extensive knowledge and experience in design, analysis, evaluation, and specifications for the subject work/project/product).
2. If the process cannot be followed to perform the work, the Fall Protection Manager will consult with the Capital Planning and Development Director.

D. Tower floor hatches will remain closed except when entering/exiting, through the hatch.

1. This requirement will be posted at each hatch and maintained in appropriate post orders. Alternately, adequate guardrails may be installed per WAC 296-880-20005(3)(c).

## II. Responsibilities

A. Each Superintendent/Community Corrections Supervisor or Correctional Industries Site/Services Manager overseeing crews requiring fall protection will designate in writing a Fall Protection Manager, who will:

1. Maintain and implement the facility's fall protection program.
2. Ensure training is provided for workers that may encounter fall hazards.
3. Assist employees and workers with ladder selection, appropriate use, and ladder safety training per WAC 296-876.
4. Use Department of Labor and Industries [F417-102-000 Competent Person Evaluation - Fall Restraint & Fall Arrest](#) to evaluate employees for designation as competent persons able to identify existing and potential fall hazards.



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5. Maintain a list of designated competent persons.
- B. Competent persons will:
1. Understand and apply regulations, policies and procedures, and be knowledgeable of fall protection equipment use, including manufacturer’s recommendations and instructions for proper:
    - a. Use
    - b. Assembly
    - c. Inspection
    - d. Maintenance
  2. Coordinate with facility maintenance employees and the Fall Protection Manager to determine and acquire appropriate fall protection equipment needed to conduct construction/maintenance tasks.
  3. Complete DOC 21-583 Fall Protection Work Plan for each project where a fall hazard of 10’ or more exists, coordinate and monitor the project and jobsite to ensure the plan is implemented, and amend the plan as workers, equipment, or conditions change.
    - a. Plans will include methods of prompt, safe removal of injured workers.
    - b. The competent person will have the completed plan available onsite.
    - c. The Fall Protection Manager will review and maintain the completed plan.
  4. Coordinate fall protection training for all workers required to use fall protection equipment, including safety monitor/warning line or safety watch systems.
    - a. Training will be completed before allowing workers to enter areas where fall hazards exist.
    - b. Training will include all requirements in WAC 296-880-10015 and will include equipment donning, use, and inspections.
    - c. Retraining will be conducted when:
      - 1) There are changes in the workplace or equipment, or

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2) Work habits indicate the person has not demonstrated appropriate knowledge/use of fall protection.

d. Incarcerated worker training will be documented on a class roster and DOC 21-583 Fall Protection Work Plan.

C. Employee training will be documented on a class roster and maintained in the Department's training system.

### III. Safety Watch System

A. A safety watch system can be used per WAC 296-880-40050 when repair work/servicing equipment is being conducted on a low-pitch roof that is not within 6' of the edge where exposure to falls is infrequent (i.e., not on a predictable/regular basis), and meets the following requirements:

1. Only 2 people are allowed on the roof while the safety watch system is being used with one person acting as the safety watch and the other is engaged in the repair/servicing work.
2. The worker must comply promptly to fall hazard warnings from the safety watch.
3. Mechanical equipment cannot be in use.
4. The safety watch system will not be used when weather conditions may create an additional hazard.


B. The person acting as safety watch must meet all of the following:

1. Be a competent person as defined in WAC 296-880-095, and trained in those requirements
2. Have control authority over the work as it relates to fall protection
3. Be positioned in relation to the worker under their protection, to have a clear, unobstructed view and be able to maintain normal voice communication
4. Perform no other duties while acting as the safety watch

### IV. Safety Monitor System/Warning Line System

A. A safety monitor system may be used with a warning line system for fall protection on low-pitched surfaces or leading edge work on low-pitched surfaces per WAC 296-800-40045.

1. Warning line exemptions may be authorized per WAC 296-115-24623.

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B. The fall protection work plan will address and ensure the following:

1. Workers outside of the warning line system (i.e., between the forward edge of the warning line and the unprotected sides or edges) are readily distinguishable from other crew members by wearing highly visible, distinctive, and uniform apparel.
2. Workers will promptly comply with fall hazard warnings from the safety monitor.
3. A safety monitor/warning line system will not be used when weather conditions may create an additional hazard.

C. The safety monitor must:

1. Be a competent person as defined in WAC 296-880-095
2. Have control authority over the work as it relates to fall protection
3. Be instantly distinguishable over members of the work crew
4. Be positioned in relation to the workers under their protection, to have a clear, unobstructed view and be able to maintain normal voice communication
5. Perform no other duties while acting as the safety monitor
6. Not supervise more than eight exposed workers at one time
7. Warn the worker(s) when it appears that the worker(s) is unaware of a fall hazard or is acting in an unsafe manner

**DEFINITIONS:**

Words/terms appearing in this policy may be defined in the glossary section of the Policy Manual.

**ATTACHMENTS:**

None

**DOC FORMS:**

DOC 21-583 Fall Protection Work Plan