



# Elevated Surface Work Plan Form

## Instructions

An approved elevated surface work plan (ESWP) is required before any worker accesses an unprotected elevated work platform or area. (An unprotected elevated work platform or area is any elevated work surface, including a roof, that is not surrounded by a fixed barrier such as conforming guardrails or protective parapet or where a portable guardrail system cannot be used.)

1. Complete Section 1, and if fall arrest is needed complete Section 2, Fall Arrest Requirements.
2. Include a work plan drawing (Section 3).
3. Obtain approvals before work begins (Section 4).

The plan can be completed by a fall protection authorized person or fall protection competent person.

### **No ESWP is required for the following, but requirements apply as noted:**

- If a ladder or mobile elevating work platform (MEWP) can be used to both access the work area and complete the work safely, no ESWP is required. In such cases follow requirements in Environment, Safety and Health Manual, [Chapter 15, “Ladder Safety”](#) or [Chapter 47, “Mobile Elevating Work Platforms”](#), as applicable.
- If accessing a low-slope roof with a maximum pitch of 4 vertical to 12 horizontal no ESWP is required if the worker stays at least six feet from the unprotected roof edge at all times (except when using a ladder or mobile elevating work platform to gain access). If any work will be conducted within six feet of an unprotected roof edge, an ESWP must be developed.

# 1. Elevated Surface Work Plan

Project name:	Begin date:	End date:
Location (bldg, floor, grid):		
Description:		

Requirements	Answer / Solution / Description
List authorized workers <b>Important: two authorized workers must be present whenever fall restraint or fall arrest equipment is to be used.</b> Note: Even when no such equipment is used, the two-person rule is recommended for any work described in this plan.	Authorized worker name
	1.
	2.
	3.
	4.
5.	
How high is the work surface and how will access be gained?	
How will equipment and tools be conveyed to the work location?	
Describe the working or walking surface.	
Describe any environmental factors to consider, such as heat, cold, slippery, wet, wind, glare?	
Will work activities create a hazard for persons below, and if so, is barricading required to keep non-essential personnel away?	
Describe protection method <i>Note: list follows fall protection hierarchy</i> 1. Guard rail system 2. Fall restraint 3. Fall arrest	If fall arrest will be used <b>complete Section 2, Fall Arrest Requirements.</b>

## 2. Fall Arrest Requirements

Complete this section only if fall arrest will be used.

### Fall Hazard Analysis

Requirements	Answers / Solutions / Description
Are there any approved anchorage points I can use? Where?	
Are these points labeled as approved anchorage point(s) or obviously capable of holding 5000 lbs or 2 times the anticipated load as determined by a designated SLAC qualified person?	
If not, can approved pre-manufactured or engineered anchorages be installed?	
Have the anchor point(s) been inspected?	
Do I have the right equipment? List equipment to be used, such as full body harness, minimum length lanyard, shock absorber, connecting hardware, I-beam strap, self-retracting lifeline, etc.)	
What is the clearance or how far is the distance that I may fall?	
Is there at least 15-18 feet of clear space from the anchorage point before the next level down? (calculate fall distance to include lanyard length, deceleration distance of 3.5 feet, your height, and the safety factor – generally 3 feet).	
What is between me and the ground or floor below? Are there any hazards nearby or underneath that are exposed or could become exposed in an impact (plumbing lines, electrical exposures, protruding or impalement hazards, etc.)?	

## Rescue Plan

Requirements	Answers / Solutions / Description
<p>How will rescue be ensured within 15 minutes, should a fall occur?</p> <p>List rescue equipment immediately available for this location and describe how it can be staged quickly should it be needed. Include whatever might be needed such as a ladder, aerial device, elevating work platform, tripod, additional harness, controlled descent device, winch, pulley, etc.)</p> <p>(Immediate response is required to minimize the risk of further injury or death due to suspension trauma.)</p>	<p>(If no rescue equipment is available locally, contact the fall protection competent person.)</p>
<p>What obstructions are in the way of reaching the suspended worker?</p>	
<p>How will the safety of rescuers be ensured?</p>	
<p>List the communication system(s) will be used between the suspended worker and rescue team?</p>	

### 3. Work Plan Drawing

For both views show the work area, how it will be accessed, and all equipment used (ladder, mobile elevation work platform, anchorages points, restraint equipment, arrest equipment, barricades, etc). If fall arrest is needed, include details (free-fall and deceleration distance, worker height, lanyard length, etc.) and the rescue plan. Add pages if needed.

Plan View (bird's-eye view)

Elevation Drawing (side view)

## 4. Approvals

ESWP author ( <i>print</i> ):	Pager/cell:
ESWP author ( <i>sign</i> ):	Date:
Competent person ( <i>print</i> ):	Pager/cell:
Competent person ( <i>sign</i> ):	Date:
Building/area/facility manager or designee ( <i>print</i> ):	Pager/cell:
Building/area/facility manager or designee ( <i>sign</i> ):	Date: