

CONVOY

T R A N S P O R T

CONVOY TRANSPORT PTY LTD

Occupational Health and Safety



Amendment Falls from Vehicles Prevention Issue #: 1 Revision #: 0
Record Policy

Reviewed by: Jason Haywood Approved by: Jason Haywood
Managing Director Managing Director

Falls from Vehicles Prevention Policy

Drivers, packers and others may be required to work at heights e.g. loading docks, vehicle trays etc. Convoy Transport Pty Ltd is committed to providing a safe workplace and understands the importance of controlling risks when working at heights.

Convoy Transport Pty Ltd will ensure all risks associated with falls from vehicles will be managed through identification of fall hazards, risk assessments where required, and implementation of suitable controls for the task, situation and location.

Workers, including contractors must ensure that the appropriate risk controls are always used.

Where there is a risk of a driver falling from a vehicle, a risk assessment will be conducted.

The risk assessment will consider:

- The nature and duration of the task;
- The physical surroundings and conditions in which the task is undertaken;
- Tools and equipment required for task.

Identified risks will be controlled using the highest level of risk control that is reasonably practicable.

Examples include:

- Ground level tarping systems;
- Guardrails (on trucks and docks);
- Suitable access ladders;
- Travel Restraint Systems (with suitable anchor points/cables);
- Use of mobile work platforms.

Convoy Transport Pty Ltd is committed to providing training for drivers on the following:

- Nature of the hazards associated with working at heights;
- Safe use of fall protection systems – including formal training in use of harnesses etc.;
- Emergency rescue procedures.



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Falls from Vehicles Prevention Procedure

Responsibilities:

The Organisation has a specific obligation to manage the risk of a fall by a person from a vehicle under the OHS legislation. At Convoy Transport Pty Ltd will:

- Ensure that appropriate procedures and supporting mechanisms/systems are in place in respect of falls from vehicles;
- Provide a safe means of access to and from vehicles;
- Minimise the risk of falls from a vehicle by providing a fall prevention device, fall arrest or a work positioning system as far as reasonably possible;
- Ensure that a falls emergency response and procedure are in place;
- Consult with workers and other relevant persons in regard to falls hazards, risks and control measures;
- Ensure that all workers are trained, competent and fully supervised at all times when there is a risk of falls while working with vehicles;
- Monitor and review fall prevention policies, procedures and emergency response as required.

The Supervisor/OHS Manager is responsible to:

- Ensure that appropriate procedures and supporting mechanisms/systems are followed in respect of falls from vehicles;
- Ensure that a falls emergency response and procedure are in place, are effective and all workers are trained and familiar with these procedures (including falls rescue procedure for appropriately trained workers);
- Assist with risk assessments and other safe work procedures as required;
- Ensure that appropriate plant, equipment, signage and PPE is available and in good condition for use as per risk assessments and procedures;
- Ensure that appropriate falls emergency and rescue equipment is on-site, in good condition and available at all times when work is being carried out that involves work where falls from a vehicle hazards are present;
- Ensure that workers are adequately supervised at all times when working at height on vehicles;
- Ensure that no worker carries out work unsupervised by a trained and competent standby person when working at height, or working where there is risk of serious injury from a fall from a vehicle;
- Consult with workers and other relevant persons in regard to falls hazards, risks and control measures;
- Monitor and review fall prevention policies, procedures and emergency response as required.

Drivers and other Workers are responsible to:

- Cooperate with reasonable directions and follow risk assessments and Safe Work Instructions where there is a risk of a fall from a vehicle;

- Notify manager/supervisor immediately if a new fall hazard is identified, making the area or vehicle safe using a temporary control before leaving the fall hazard unattended. Use a standby person if it is not possible to make the area or vehicle safe while the manager is notified, and corrective action taken to ensure persons are not placed at risk;
- Assist with the identification and control of slip, trip and fall hazards such as slippery surfaces, uneven surfaces, trip hazards, unstable surfaces in work areas (such as loading docks);
- Use appropriate fall prevention devices, work positioning systems, fall arrest systems and PPE at all times when it is required as per the relevant safe work instructions and site procedures;
- Never work alone or unsupervised by a trained and competent standby person when working at height, or working where there is risk of serious injury from a fall from a vehicle;
- Attend training sessions and courses as required;
- Attend and actively participate in safety meetings and briefings where fall hazards, falls prevention and incidents are discussed;
- Be familiar with, understand and follow the Falls Prevention Policy, Falls Prevention Procedures and any emergency response.