



## 24-Hr Fall Protection Competent Person Module 5

### Fall Protection Program Personnel

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## Section 5.1 Roles and Responsibilities

When conducting construction work at elevations of six feet or more, employers must appoint individuals to fulfill the roles and responsibilities of the Authorized Person, Competent Person (CP), and Qualified Person (QP) as defined in §1926.32. These appointed individuals will be engaged in activities involving the utilization of fall protection.

Aside from the Authorized Person, CP, and QP, other personnel in the Fall Protection Program include the Fall Protection Program Administrator, Competent Rescuer, and Authorized Rescuer. Other key personnel include the Employer and Safety Monitor. All of their individual roles and responsibilities are outlined next in this module.

### 5.1.1 Authorized Person

An Authorized Person is an individual approved or assigned by the employer to perform specific duties or be at a particular location or job site. Regarding fall protection, the Authorized Person must have an understanding of workplace activities, fall protection, rescue systems, and associated equipment. He/she must follow the policies, procedures, and instructions provided by the CP. Job requirements include the following:

- Before starting workplace activities, the Authorized Person must notify the CP of any unsafe or hazardous conditions, actions, or work practices that may cause injury
- The Authorized Person must:
  - Properly use, maintain, store, and care for fall protection equipment and systems
  - Inspect all fall protection equipment for damage or defects
  - Inform the CP of any concerns before using the equipment

### 5.1.2 Competent Person for Fall Protection

A Competent Person (CP) can identify and fix hazards in the workplace. He/she is authorized to take prompt action to eliminate these hazards and ensure the safety of employees. More particularly, the role of the CP for Fall Protection includes supervising and monitoring the Fall Protection Program on-site. Responsibilities include the following:

- Conduct a survey to identify fall hazards
- Implement measures to control fall hazards
- Stop unsafe work and reduce the risk of fall hazards promptly
- Manage and approve Fall Protection and Prevention Plans
- Review procedures when activities change in the workplace

- Ensure a Rescue Plan is in place
- Supervise in the selection, installation, use, and inspection of non-certified anchorages
- Verify the installation and inspection of fall protection systems
- Ensure Authorized Persons are trained and have necessary clearances
- Review the Fall Protection and Prevention Plan as well as the Rescue Plan annually
- Ensure prompt rescue of Authorized Persons
- Participate in accident investigations
- Manage and inspect fall protection equipment

### 5.1.3 Qualified Person for Fall Protection

A Qualified Person (QP) is an individual who has the necessary education, certification, or professional experience to solve problems related to the subject matter, work, or project. More specifically, the QP for Fall Protection provides technical support for the Fall Protection Program. Obligations of the QP for Fall Protection include:

- Design, analyze, evaluate, and specify fall protection and rescue systems
- Oversee the design, selection, installation, and inspection of certified anchorages and horizontal lifelines (HLL)
- Actively participate in investigations of all accidents and near misses associated with falls from heights

### 5.1.4 Fall Protection Program Administrator

The Fall Protection Program Administrator is responsible for overseeing the development, implementation, monitoring, and evaluation of the employer's Fall Protection Program. This role may also involve serving as a QP, CP, CP trainer, QP trainer, or competent rescue trainer if the individual is properly trained. Key responsibilities include:

- Provide guidance to managers, employees, and other stakeholders on all aspects of the Fall Protection Program
- Assign all necessary duties and responsibilities required by the Fall Protection Program to trained and qualified individuals
- Ensure that personnel have the necessary resources to fulfill their responsibilities
- Develop and implement procedures to identify and eliminate or control new and existing fall hazards
- Oversee the proper development and implementation of the Fall Protection and Prevention Plan and Rescue Plan

- Ensure that all personnel involved in the Fall Protection Program receive appropriate training, including Authorized Persons, CPs, QPs, and others as needed
- Ensure that a Rescue Plan is prepared and implemented for every location where a Personal Fall Arrest System (PFAS) is used to control fall hazards
- Participate in or designate qualified individuals to investigate all accidents and near misses related to falls from heights
- Measure and assess the effectiveness of the Fall Protection Program through periodic evaluations, making necessary improvements

By diligently fulfilling these responsibilities, the Fall Protection Program Administrator ensures the effective and safe management of the Fall Protection Program.

### 5.1.5 Competent Rescuer

A Competent Rescuer anticipates and plans for rescue before any work at heights begins. Additionally, he/she has the following duties:

- Ensure that all Authorized Rescuers are trained and proficient in rescue procedures
- Identify and confirm the availability of necessary resources for a safe and prompt rescue
- Understand the hazards associated with rescue from heights and reduce the risk of those hazards within the rescue area
- Verify that rescue equipment is in good condition
- Conduct annual rescue drills to ensure that rescue plans, procedures, and methods are effective, correcting any deficiencies

### 5.1.6 Authorized Rescuer

An Authorized Rescuer performs or assists in fall rescues. He/she has the following job requirements:

- Verify that a Rescue Plan and procedures have been developed for any workplace where a PFAS is used
  - The plan and procedures must be reviewed before fall hazards are encountered.
- Inspect the rescue equipment intended for use in a rescue according to procedures developed by the Competent Rescuer
  - The equipment must be protected, in proper working condition, and securely stored until it is needed.
- Recognize fall hazards that may endanger the rescuer during rescue operations

- Necessary procedures must be included in the Rescue Plan to ensure the rescuer's safety.

### 5.1.7 Employer Responsibilities

The employer must provide resources needed, such as equipment, training, and personnel, to quickly rescue any workers who have fallen.

### 5.1.8 Safety Monitor

The employer must choose a CP to watch over the safety of other employees. This person is called the Safety Monitor. The chosen Safety Monitor has the following roles:

- Recognize fall hazards
- Warn an employee if he/she is unaware of a fall hazard or is acting unsafely
- Stay on the same walking/working surface and within sight of the employees
- Be close enough to speak with employees
- Not have other responsibilities that could distract from monitoring