


<h1>Project Navigator</h1>				Guideline			
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				DM # 1262687		REV. 1	
Effective Date:	Jan 26/17	Revisit Date:	Jan 2018	Prepared By:	J.Mathiasen	Approved By:	T. Hirschfeld

1.0 PURPOSE

This guideline has been prepared to help the workplace parties understand some of their obligations under the Occupational Health and Safety Act (OHSA) and O.Reg. 213/91 for Construction Projects around suspended work platforms and boatswain chairs.

2.0 REFERENCE DOCUMENTATION

The following documents were used in the development of this document or are related to it. The most recent revision shall be used.

1. Suspended Work Platform and Boatswain Chair Checklist (NAV-TP-0408)
2. Vale Instruction for Critical Activity Requirements (CAR-01 Working at Heights)
3. Vale Golden Rules (GR-2 Working at Heights) ([Link](#))
4. Vale SPI SAF 06 Fall Protection ([Link](#))
5. MOL Working at Heights training standard. ([Link](#))
6. O.Reg. 213/91 for Construction Projects sections 136.1 to 142.06 ([Link](#))
7. CSA Z 271-10 Safety Code for Suspended Platforms ([Link](#))
8. IHSA Suspended Access Equipment Health & Safety Manual ([Link](#))

3.0 APPLICATION


The use of the Suspended Work Platform and Boatswain Chair Checklist is optional at the Project Managers discretion. Consult with the Vale General Safety Office regarding the application of the legislation. The Project Manager should assign a competent member of their Project Team to review this guideline and to complete the associated checklist, as required.

4.0 CONTEXT

On January 1st, 2017 O.Reg. 213/91 numerous amendments for Suspended Scaffold (swing stages) and Boatswain Chairs came into force.

The use of suspended equipment may put workers at risk when the equipment is not adequately used, maintained or stored, or when workers are not properly trained on its installation and operation, or when manufacturer's instructions are not followed and equipment limitations are not respected.

This suspended work platform and boatswain chair guideline is developed to assist the personnel involved directly in the use of suspended access operations who are: Facilities Owner's representative(s), Project Manager(s) (Constructor or EPCM),

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Professional Engineer(s), General Contractor(s), sub-Contractor(s), Construction Supervisor(s), Employer Supervisor(s) and Workers.

Note that the checklist includes provisions from the regulations and from the reference CSA Standards.

5.0 RISK ASSESSMENT


During the work methodology review, before work begins, if the work involves us of a suspended work platform or boatswain chair:

- Review this guideline
- Verify compliance with all items on the checklist
- For all items answered “No” or “Unsure” on the checklist, contact the Vale General Safety Office Representative and include the appropriate mitigation in the formal risk management activities for the work (PHR/JHA)
- Review with the workers and supervision using the equipment

5.1.1 Checklist

A Project Navigator Checklist has been developed to facilitate compliance with the new provisions for Suspended Access Scaffold and Boatswain Chairs.

- General Requirements: Design
- General Requirements: Worker Training
- General requirements: Testing
- General Requirements: Equipment
- Project Specific Use Requirements

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6.0 APPENDICES

Appendix A: Revision and Transition Notes

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Revision notes describe: what was changed, why it was changed, and the plan to implement the change, including whether changes are retroactive)

Revision Control Information

Rev #	Date	Nature of Change	Page inserted, replaced, revised or cancelled	Approved by document owner
1	Jan 26 2017	New	Developed for Project Navigator and to communicate January 1st, 2017 O.Reg. 213/91 numerous amendments	T. Hirschfeld