

TITLE – Safe work procedures for working at height

SCOPE –

This work instruction covers the safe working practices to be followed while working at height above 2 m from ground / stable platform

RESPONSIBILITY –

This document is prepared and approved by Directors and to be used by all interested parties

DESCRIPTION -

INATOZ ROBOTICS AUTOMATION PVT LTD is engaged in design, engineering, manufacturing, assembly, factory acceptance tests, installation and commissioning of robotics and automation solutions and its system components, most of times made as per customer requirement. All these activities are carried out in our manufacturing facility while installation is done at customer or third party site as the case may be. We also undertake the tasks of maintenance of robots and other system components at customer premise. While doing all of above activities, our staff may need to work at the height of 2 m and above from ground or stable platform.

To ensure the health and safety of persons working on behalf of INATOZ which includes all direct and indirect employees and contractors, following safety practices shall be followed while working at height –

- A place is at height if a there is a possibility of person getting injured after falling
- For the height below 2 m, step ladders, foldable ladders and other equipment shall be used as per manufacturers guidelines
- Only authorized person is allowed to work at height above 2 m
- No work shall be performed at height without supervision or accompanied person

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- Proper ladders, staircase and scaffoldings shall be provided for climbing up and down
- Proper and stable platform shall be made available for firm footing while working at height
- No tools and materials to be dropped from height to save efforts of bringing it down
- Adequate illumination shall be available in the area while working at height
- Safety harness and lanyards must be tied to firm structure thorough lifeline
- When safety harness is used, hook to the lifeline must be above the head of the person wearing harness
- Safety harness, lanyards, fall arrester, lifeline and other equipments used during working at height shall be inspected by authorized person prior to use
- Manufacturer's guideline for fall protection equipments to be followed