

# Rope Access (Abseiling) Permit

Permit number:

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## CONTRACTOR

### PART 1 - CONTRACTOR'S ONSITE RESPONSIBLE PERSON FOR ROPE ACCESS WORK IS TO COMPLETE THIS PART OF THE PERMIT

This Permit must be completed whenever Industrial Rope Access or related work is intended to be undertaken. Such work may also be referred to as Rope Access or Abseiling work. The Rope Access permit must remain in the possession of the person to whom the permit is issued and **returned** to the Brookfield Facilities Manager/ Supervisor, or authorised representative on completion of work for **sign off** and filing.

Site/property name and address:

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Name of "Contractor's onsite responsible person for Rope Access work" (*first & last name*):

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Phone number:

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Business/company name performing the Rope Access work ("the Contractor"):

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Phone number:

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Work location:

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Communication:      Mobile phone      Radio      Radio channel:

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Site specific document emergency rescue plan in place:      Yes      No

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Type of equipment used:

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Brief description of the work:

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Minimum supervisor level required for this permit:

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Name (both first & last) of all operators and crew leader / supervisor	Signature	ARAA Level - 1, 2 or 3	IRATA Level - 1, 2 or 3
1.			
2.			
3.			
4.			

NOTE: This Rope Access Permit is **valid for a MAXIMUM of 12 hours**. Additional workers to be added to the back page.

Date permit is valid for: \_\_\_\_\_ Permit start time: \_\_\_\_\_

Permit stop time (i.e. expiry time): \_\_\_\_\_

**STATEMENT BY THE "CONTRACTOR'S ONSITE RESPONSIBLE (E.G. CREW LEADER) PERSON FOR ROPE ACCESS WORK"**

I will implement the applicable precautions contained in **Section 3** of this permit, and any other necessary precautions. I will ensure that all relevant parts of this permit are completed. I have undertaken a site specific risk assessment and confirm that I will implement all control measures necessary to ensure that it is safe for Rope Access work be carried out. I have consulted with the Brookfield Facilities Manager/Supervisor in this regard. I hereby confirm that all persons involved in the Rope Access work that are managed or controlled by the Contractor will be properly supervised and are competent to perform the work—the minimum supervisor level indicated above is adequate. I will comply with all WHS/OHS statutory and regulatory requirements and Brookfield Commercial Operations procedures and requirements at all times. I will notify the Brookfield Facilities Manager/Supervisor or Brookfield's nominated representative when Rope Access work is completed.

Name of crew leader/supervisor and "Contractor's onsite responsible person for Rope Access work" (first & last name):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mobile number: \_\_\_\_\_

**BROOKFIELD PROPERTIES**

**PART 2 – PERMIT AUTHORISATION**

The relevant parties/persons have been consulted in relation to the Rope Access work to be undertaken. Rope Access operators are suitably competent. This Rope Access permit is reviewed, authorised and issued by the Brookfield Permit Issuer (a Brookfield Commercial Operations authorised staff member):

Name (first & last): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

**CONTRACTOR**

**PART 3 – MUST BE COMPLETED BY THE "CONTRACTOR'S RESPONSIBLE PERSON FOR ROPE ACCESS WORK" PRIOR TO STARTING THE WORK**

Rope Access work is authorised to proceed subject to permit authorisation (sign off in Section 2) and subject to taking the precautions outlined below. **Check boxes are to be marked** accordingly by the Contractor's responsible person for Rope Access work **before** undertaking such work. For each precaution, one of the two check boxes (i.e. "Yes" or "N/A") is to be marked. It is the responsibility of the Contractor's responsible person for Rope Access work (e.g. Rope Access crew leader) to ensure that adequate control measures are implemented to minimise the risk to health and safety of workers and other persons, and also to minimise the risk of property damage. Work is not to commence **unless each of the precautions below** have been adequately addressed and marked with either a "Yes" or "N/A" (Not Applicable). If work is commenced and precautions have not been addressed and/or the check boxes have not been marked, the Contractor **will be in breach** of the conditions and other subject matters of this Rope Access work permit.

The following precautions must each be met with a YES or N/A in order for work to proceed:

Precautions to be taken are as follows:	Precautions in place	
The Rope Access crew leader and Rope Access operators have completed an inspection of the Rope Access documentation in the site's " <b>Height Safety Manual for Industrial Rope Access (Abseiling)</b> " in order to determine whether the height safety systems are safe for operational use.	Yes	N/A
The rigging plan in the site's " <b>Height Safety Manual for Industrial Rope Access (Abseiling)</b> " is adequate for the Rope Access work to be undertaken.	Yes	N/A
The <b>certification</b> of the height safety systems (e.g. anchor points, safety lines) is current.	Yes	N/A
Any problems, faults or hazards identified/experienced during the <b>pre-start safety checks</b> (i.e. the checks conducted before starting Rope Access work), and any associated actions taken, have been reported in the onsite Brookfield " <b>Industrial Rope Access (Abseiling) Safety checks and problems reporting log</b> ".	Yes	N/A

Appropriate height safety equipment is available for the Rope Access work to be undertaken, and such equipment is maintained to the appropriate standard/s? (E.g. in relation to harnesses, lanyards, and securing points).	Yes	N/A
The proximity (nearness) to live electrical conductors has been assessed. A safe distance has been allowed between potentially live electrical conductors and where Rope Access operators will operate.	Yes	N/A
An emergency and rescue plan is in place	Yes	N/A
The documented emergency plan includes aspects such as who would be performing the rescue, the entry point to the building and how they would be brought to the worksite (e.g. by lift and stairs to the roof; the route to be taken; keys needed for gaining access along the route; nomination of a guide; and means of communication).	Yes	N/A
Control measures are in place for public protection (e.g. council permit, barriers or warning signs).	Yes	N/A
Rope Access operators have been instructed that materials, hand tools and other objects are to be appropriately secured. Control measures are in place to secure such objects so that they do not fall from where the operator is working.	Yes	N/A
The minimum supervisor level allowed in Part 1 of this permit is adequate for the Rope Access work to be undertaken.	Yes	N/A
Safe Work Method Statements (SWMS), for the Industrial Rope Access work to be undertaken at the site, are upload to SASSI and are readily available to the Rope Access crew members (e.g. in case they wish to review any aspect of the SWMS).	Yes	N/A
Any problems, deficiencies or faults identified that could impact the safe operation of the height safety systems (e.g. anchor points, safety lines) will be rectified prior to use.	Yes	N/A
<b>Ensure that the following has been considered in the Risk Management Plan, and that adequate control measures have been allowed in the SWMS in regard to:</b>		
(a) Work on a fragile roof surface	Yes	N/A
(b) Work on a gradient (e.g. sloped roof)	Yes	N/A
(c) Work on asbestos roofing or where asbestos containing materials may be located	Yes	N/A
(d) Work within 2meters of an unprotected edge where the potential fall from one level to another is in excess of 2 metres	Yes	N/A
(e) The use of power tools	Yes	N/A
(f) Work near telecommunications equipment that has the potential to emit hazardous levels of electro magnetic radio frequency radiation	Yes	N/A
(g) Strong wind	Yes	N/A
(h) High temperature (ambient heat)	Yes	N/A
(i) Glare	Yes	N/A
(j) Rain	Yes	N/A
(k) Trip and slip hazards	Yes	N/A
(l) Other (specify)	Yes	N/A

**CONTRACTOR**

**PART 4 – AFTER COMPLETING ROPE ACCESS WORK – BROOKFIELD IS TO BE NOTIFIED OF COMPLETION OF THE WORK AND THE PERMIT IS TO BE RETURNED TO BROOKFIELD**

**PART 4 TO BE COMPLETED BY THE “CONTRACTOR’S ONSITE RESPONSIBLE PERSON FOR ROPE ACCESS WORK”**

- (1) Any faults, difficulties or problems experienced during Rope Access work, and any associated actions taken, have been reported in the onsite Brookfield “Industrial Rope Access (Abseiling) **Safety checks and problems reporting log**”.
- (2) I will promptly **return this permit** to the Brookfield Facilities Manager/Supervisor or nominated representative.
- (3) The area where the work was undertaken has been checked and is **now safe** and able to resume normal operation.

Rope Access work was completed: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name (first & last): \_\_\_\_\_

Signature: \_\_\_\_\_

**BROOKFIELD PROPERTIES**

**PART 5 – FINAL CHECK**

**To be completed by the Brookfield Facilities Manager/Supervisor or nominated representative (e.g. site security).**

Also, check that previous sections have been adequately completed.

I confirm that following completion of the Rope Access work the contractor has confirmed that the site is now safe and able to resume normal operation.

Name (first & last): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ADDITIONAL WORKERS**

Name (both first & last) of all operators and crew leader / supervisor	Signature	ARAA Level - 1, 2 or 3	IRATA Level - 1, 2 or 3
1.			
2.			
3.			
4.			
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