

# Great Western Painting

## Working Alone

### WORKING ALONE

Working alone presents certain safety hazards that must be addressed to protect the employee from possible harm. For all practical purposes, working alone would include all work situations where an individual employee cannot be seen or heard by other workers.

Working alone would include working in a **discrete location** on a job site where there are many other employees, but the lone worker cannot be seen or heard by other employees. Of course, working alone would also include an employee working at a distant location by himself or herself.

Whether working alone in a discrete location on a job site with other employees actively working or working alone a distant location, the responsibility for establishing safety procedures to be followed will rest with the Project Manager.

### **Procedures to be established by the Project Manager:**

#### Hazard Assessment

A Hazard Assessment will be performed with the employee who will be working along and the assessment will address:

1. The type of work to be performed and the potential hazards and control measures to minimize or eliminate the potential hazards such as:
  - a. The availability and use of PPE.
  - b. The availability and use of special tools.

Is the work to be performed high-risk or hazardous such as confined space entry, working at heights above six (6) feet, electrical work, hazardous materials work, or use of hazardous equipment such as chainsaws?

3. The anticipated weather conditions and methods and control measures to eliminate the hazards of inclement weather such as:
  - a. The availability and use of rainwear.
  - b. The availability and use of cold weather clothing.
4. The training of the employee to ensure that he/she is competent to perform the assigned job task and control measures to ensure

training is adequate. The Project Manager and the employee will review the tasks to be performed and determine if additional training is required before being sent out to work alone.

5. The employee medical condition and his/her ability to physically perform the work. If it is determined that the tasks to be performed or the conditions in which the tasks are to be performed require a level of stamina that the employee cannot meet, the employee **will not** be sent out to work alone.
6. The travel time required to reach the job location and method of transportation which would include:
  - a. Company vehicle with fire extinguisher, water, food, MSDS (if appropriate), and First Aid kit.
  - b. Privately owned with fire extinguisher, water, food MSDS (if appropriate), and First Aid kit.
7. Communication equipment and procedures to ensure direct, reliable, scheduled contact with the Project Manager and the employee working alone.
  - a. Land line phone.
  - b. Cell phone.
  - a. Radio.

Depending on the type of work to be performed based on the risk assessment, a schedule of communication between the lone worker and the Project Manager will be established. Check-in could be as often as every 15 minutes while performing a hazardous task to every few hours (or longer) for routine, non-hazardous tasks.

The Project Manager is responsible for establishing the check-in schedule and, failure to receive a check-in call will result in the implementation of a documented back-up plan.

### **Failure to Communicate Back-Up Plan:**

For an employee working alone in a **discrete location** on a job site where there are many other employees, but the lone worker cannot be seen or heard by other employees, the Project Manager will physically check (or direct another employee to physically check) on the health and safety of the lone worker within one minute of not receiving a scheduled communication..

For an employee working at a distant location by himself or herself, the Project Manager will, within 1 minute of not receiving a scheduled communication, call the lone worker to try to establish communication.

Failure to reach the lone employee will necessitate calling the appropriate local emergency responder (at the lone worker's location) and giving them:

- The exact location of the worker

- The type of work being perform

- The fact that the worker failed to call in.

Because the back-up plan goes into effect essentially immediately, it must be emphasized to the lone worker the importance on establishing communication on time!

Additionally, because the whole thrust of this program is to protect the lone worker in a time efficient manner, weather conditions, the lone employee's physical fitness, and length of time missing play no part in the Project Manager delaying the call for assistance in searching for or provided emergency assistance by the closest emergency providers.