

Operating Procedure Outline Sheet
Scheduled High-Rise Window Cleaning Maintenance
One Liberty Center, Bay Town, California

Project Overview

One Liberty Center is 35 stories of steel frame construction with aluminum clad panels and glazing units. Construction was completed in 2001. This project has been "created" so we can show you what an OPOS for a "typical" downtown high-rise building includes.



General Notes

This OPERATING PROCEDURES OUTLINE SHEET (OPOS) is intended as a general guide for employer's use and as an instructional aid in the required training of employee's on the procedures contained within this OPOS. This OPOS has been prepared in compliance with the requirements of the California Code of Regulations, Title 8, Section 3282 (p) 2, "General Requirements For All Window Cleaning Operations." All buildings must be constructed, and maintenance work performed in accordance with applicable Safety Order and Labor Code requirements, with in the case of window cleaning are found, for the most part, in Article 5 - Window Cleaning, and Article 6- Powered Platforms and Equipment For Building Maintenance, or General Industry Safety Orders, a part of Title 8 of the California Code of Regulations. The Labor Code requirements for window cleaning are found in Chapter 3 - Safeguards Required to Ensure the Safety of Persons Performing Window Cleaning. Labor Code section 6405 related to building maintenance, in general, is also applicable.

- ✓ Periodic Equipment Inspection & Testing Requirements.
- ✓ Worker Qualification For Operating Equipment.
- ✓ Required Documents, Including System Manufacturers Manual.
- ✓ Communication Between Suspended Workers & Ground.
- ✓ Safety On The Ground Area Immediately Below Work Area.
- ✓ Access & Egress To The Roof Areas.
- ✓ Opening And Securing Roof Access Doors.
- ✓ Securing Of Small Equipment & Hand Tools.
- ✓ End Of Day & End Of Work Cycle Equipment Storage.
- ✓ Work Schedule Arrangement & Notification Requirements.
- ✓ Security Sign-In/Sign-Out.
- ✓ Obtaining & Returning Keys.
- ✓ Disclosure Of Other Owner, Manager, Security Or Building Requirements.

Lynn Safety
can be found on the web at
<http://www.lynnsafety.com>

Emergency Procedures

Detail emergency procedures are always a part of any OPOS that covers the use of a suspended powered platform for EBM. All permanent platform systems must conform to CA OSHA regulations, including periodic independent inspections. Contractor supplied ground rigged platforms are subject to similar regulations designed to assure the safety of workers on the platform and anyone traversing the ground area underneath the platform. Typically, the procedures provided in this section focus on describing understandable standards for evaluating and acting upon an emergency based on the degree of urgency and risk to workers and others in the event an equipment failure or other events resulting in the emergency.

Rescue Procedures

Rescue procedures will be described where EBM is performed by workers suspended on the building exterior without safety benefits of a powered platform or scaffolding. Generally, these situations are limited to mid-rise buildings not exceeding 130' in height.

Danger Zones

Danger zones exist where there is a low parapet wall and no guardrail along a roof edge. The danger zone is an area measured six feet (6') from the roof edge onto the roof.

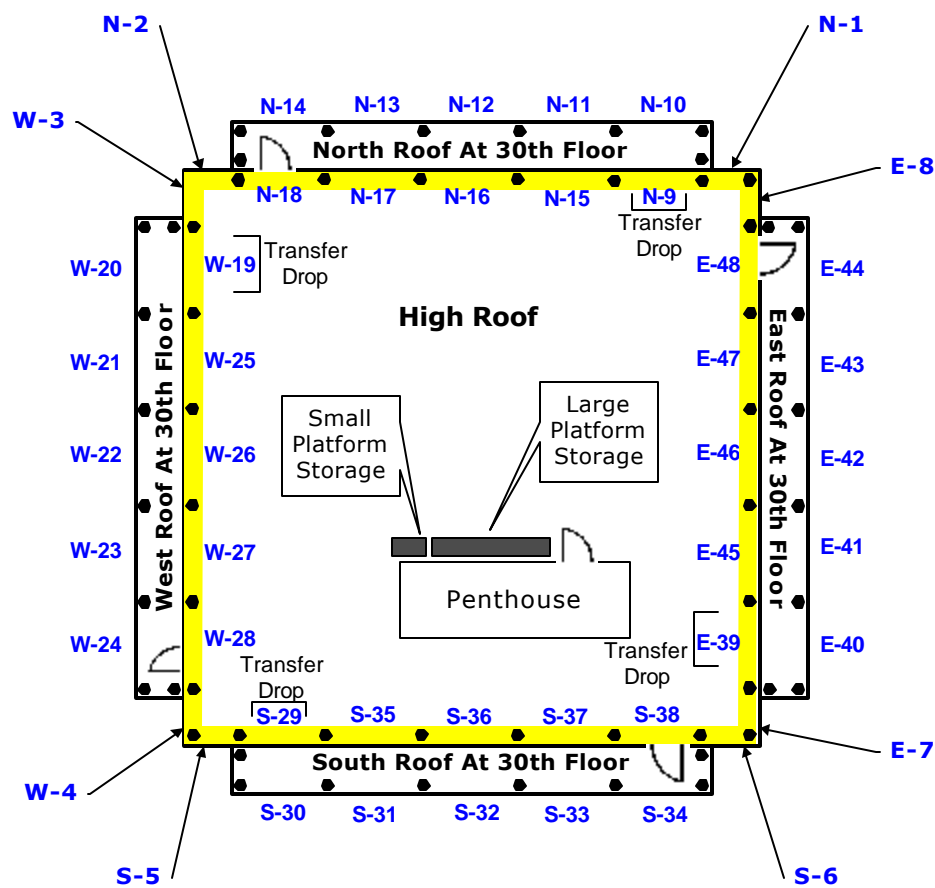
Personal fall arrest equipment is used to arrest a fall while working on the side of a building. This same equipment is also used to prevent a fall over a roof edge, and must be used by every worker moving inside any danger zone. Typically, the equipment list includes:

- Full Body Harness
- Shock Absorbing Safety Lanyard
- Rope Grab Device
- Independent Safety Line

A system of tie-back/safety anchors installed on the roof support the fall prevention and fall arrest purpose of the equipment. Alternatively, retractable lanyards may be installed and used with a full body harness for work in the danger zone.

The danger zone procedure describes both the equipment used for fall prevention and arrest, where the equipment must be used, how the worker remains attached to a safety line while transferring between lines, and what the worker must do before entering the danger zone, or climbing onto a platform suspended on the building exterior.

Roof Plan



Symbols & Legends

- Socket/Davit Location
- ⌋ Roof Access Door
- Danger Zone
- ▭ Large Platform Drop Zone
- ▭ Small Platform Drop Zone
- ▭ Transfer of Platform to Lower Level
- ▭ Transfer Drop

O.P.O.S.
prepared at the request of
Building Owner
One Liberty Center
Lobby Level Suite # 1
Anywhere, USA 94555
(555) 555-1212

Specifications & Scope

OPOS Type:
Scheduled Maintenance
High-Rise Window Cleaning

OPOS Scope:
Suspended Powered Platforms
Transferred Between
Multiple Roof Levels

OPOS Location:

One Liberty Center
Anywhere, USA

Building Height 432 ft

Number of Floors 35

Fascia Material Aluminum

Type of Glass Vision

OPOS Name:

One Liberty Center
Scheduled High-Rise
Window Cleaning

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CA SIT # 29

Procedures & Methods

Scheduled Maintenance

Window cleaning is the most common "scheduled maintenance" performed on building exteriors. Whether a particular maintenance activity is "scheduled" or "unscheduled", depends on the frequency that workers approach roof edges to perform the maintenance, which is described in the regulations.

While the expertise of the EBM worker/contractor always comes first once equipment and crew is put to work, this section of the OPOS is designed to expose a basic work plan and procedures for the project. It is important to note that safety procedures and work plan will **ALWAYS BE UNIQUE TO EVERY BUILDING**, in our experience, even for buildings constructed using identical sets of plans. Here's some of what might be covered.

- ✓ Platform Operator Responsibility
- ✓ Roof Access & Egress.
- ✓ Description Of Equipment Used.
- ✓ Equipment Storage.
- ✓ Drop Zone Locations.
- ✓ Equipment Used By Zone.
- ✓ Transfer Zones.
- ✓ Equipment Stabilization
- ✓ Anchor & Tie-Back Locations.
- ✓ Socket & Davit Locations.
- ✓ Special Rigging Requirements.
- ✓ Obstacles.
- ✓ Power & Water.

Unscheduled Maintenance

Unscheduled maintenance occurs with less frequency than scheduled maintenance, as described in the regulations. This section of the OPOS describes the application of scheduled maintenance procedures, which are the focus of the OPOS, to unscheduled EBM activities such as holiday lighting, caulking, surface cleaning, glazing, suspended landscaping, etc.