[Insert Company Logo]

**Emergency Procedure – Harness Rescue / Suspension Trauma**

Template for SafetyCheck Users

**1. Immediate Response**

If a worker has fallen and is suspended in a safety harness:

**1.1 Do Not Delay – Act Immediately**

* Suspension trauma can occur **within minutes**
* Call **111 (NZ)** or **000 (AUS)** for emergency medical assistance
* Alert the Site Manager
* Begin **rescue procedures immediately** — do not wait for emergency services if you have a trained rescue team on-site

**1.2 Communicate Clearly**

* Use radio or phone to request support
* Make sure no one else is exposed to fall risks during the rescue
* Assign a **person-in-charge** of the rescue coordination

**2. Rescue Actions**

Only trained personnel should attempt rescue:

**2.1 Perform a Rapid Rescue (If Safe to Do So)**

* Use the site’s **harness rescue kit** or **elevated work platform (EWP)**
* Lower the person **slowly and safely** to the ground
* **Do not cut lifelines** unless absolutely necessary and safe
* Keep the person in a seated or **semi-seated position** once rescued

**2.2 If Immediate Rescue Is Not Possible**

* Talk to the suspended worker to keep them conscious
* Encourage **leg movement** (pushing against the harness if able)
* If safe, **secure the worker’s position** to reduce pressure (e.g. foot loop straps)

**3. First Aid & Medical Care**

**3.1 Once the Worker Is on the Ground**

* Begin **first aid treatment** immediately
* Keep the person calm and monitor breathing
* **Do not lay them flat** — keep semi-seated if possible
* Treat for shock while awaiting medical services
* Record details of time suspended, injuries, and treatment provided

**4. Communication & Reporting**

**4.1 Notify the Following Immediately**

* Company Owner / Director: [Insert Name & Number]
* WorkSafe (NZ): 0800 030 040
	+ [Insert relevant AUS regulator if applicable]

**4.2 Incident Reporting and Investigation in SafetyCheck**

* Log the incident in the **SafetyCheck Incident/Accident Register Tool**
* Include:
	+ Details of the fall
	+ Time suspended
	+ Rescue method used
	+ First aid administered
	+ Contributing factors (anchor point failure, PPE misuse, etc.)

**4.3 Investigation and Corrective Actions in SafetyCheck**

* Complete a formal investigation in SafetyCheck
* Review:
	+ Rescue plan effectiveness
	+ Competency of rescuers
	+ Equipment condition and placement
	+ Communication response
* Assign corrective actions in SafetyCheck and close out any follow-up training or improvements

**5. Review & Training**

* This procedure will be reviewed **annually** or following any harness-related incident
* Workers using fall arrest systems must be:
	+ **Trained in harness use and rescue procedures**
	+ Familiar with rescue equipment locations
* **Harness rescue drills** will be conducted every: [Insert Frequency]

**Company Details**

Company Name: [Insert Company/Trading Name]

Site Address: [Insert Site or Project Address]

Fire Warden: [Insert Name & Contact Number]

Date of Last Review: [Insert Date]

Next Review Date: [Insert Date]

Signed: [Insert Signature or Name]