WHS DOCUMENTS & TEMPLATES

DOC-FAL-CCV · Fall from Height Critical Control Verification Pack

Product Overview

For: Businesses where people work at height: WHS advisers, construction and maintenance managers, supervisors and control owners

Version 1.0 · 15 November 2026

SAMPLE

Field-ready Critical Control Verification forms for fall from height: one for each of the 7 critical controls that stop a person falling from height, or limit the harm when it happens, with the bowtie, a verification schedule and a short guide.

Most workplaces have controls for fall from height: guardrails, covers over openings, scaffolds, elevating work platforms and harnesses. The question is whether they are working today. A critical control verification (CCV) is the proof: a planned check, in the field, that a control that matters most is in place, in good condition, working as designed, used properly and not bypassed.

This pack gives you one CCV form for each of 7 critical controls (5 preventing, 1 preventing and mitigating, 1 mitigating) for the unwanted event: person falls from height. Each form shows where the control sits on the bowtie, what it must achieve, how it fails, and a checklist scored Pass, Fail or Non-conformance. Physical controls are Pass or Fail only; Non-conformance is kept for administrative items such as records and training dates. A Fail stops the work and is escalated as a high potential incident. The last page of each form has prompts for talking to the operators, workers and supervisors who use the control.

The full bowtie shows every control on one page, the schedule sets who verifies each one and how often, and the guide explains the method. Every form is editable, so you can adapt it to your site. Made by Orana Skills Centre.

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How to Use These CCVs

Fall from Height Critical Control Verification Pack

What a critical control verification is

The key word here is proof. Not assumption, not guesswork. A critical control verification (CCV) is a planned check, in the field, that one critical control is doing its job. It checks that the control:

- Exist
- Are in place and in good condition
- Are functioning as designed
- Are being used properly
- Are not being bypassed or failing silently

Each CCV form tests one control against its performance requirements, item by item, grouped by those five checks and then the records. It is not a general inspection, an audit, or a maintenance check: keep those, and use the CCVs alongside them for the few controls that matter most.

The bowtie and the critical controls in this pack

Hazard: Work at height where a person could fall. Unwanted event: Person falls from height. Any work where a person could fall from one level to another: roofs, edges, openings, fragile surfaces, ladders, scaffolds, mobile scaffolds, elevating work platforms, mezzanines, racking, plant and vehicles.

CCV	Critical control	Type	Sits on	At your site
CCV-01	Edge protection at every unprotected edge	Preventing	T1	Use at every site where the threat or consequence is present.
CCV-02	Covers and mesh over openings and fragile surfaces	Preventing	T2	Use at every site where the threat or consequence is present.
CCV-03	Scaffold complete, inspected and tagged before use	Preventing	T4	Use where scaffolds or mobile scaffolds are in use. Where the scaffold is someone else's, verify it before your workers go on it.
CCV-04	Elevating work platform set up and operated within its limits	Preventing	T5	Use where elevating work platforms are used. Add the items your platform's manufacturer requires.
CCV-05	Ladders used only for short, light work, with the right ladder set up safely	Preventing	T3	Use at every site where the threat or consequence is present.
CCV-06	Fall restraint and fall arrest systems used and connected	Preventing and mitigating	T1, T2 (preventing); C1, C2 (mitigating)	Works on both sides (the owner's rule): restraint, on T1 and T2, stops the worker reaching the edge; arrest, on C1 and C2, stops the fall before impact. Where you use restraint only, keep the items on restraint and drop the clearance item.
CCV-07	Rescue of a worker suspended in a harness or fallen	Mitigating	C2, C3	Use at every site where the threat or consequence is present.

Mitigating controls can be critical too, especially when they are the last line of defence. They are just as critical as prevention, and must be resourced, practised and verified.

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[Company name]

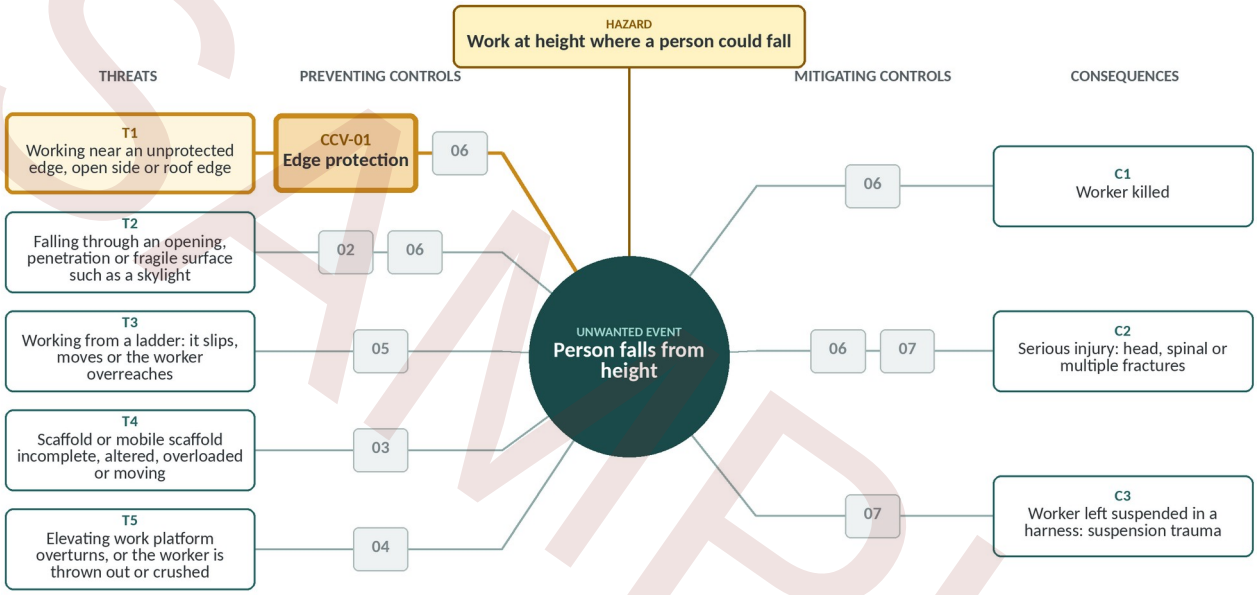
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CCV-01 Edge protection at every unprotected edge

Critical Control Verification · Preventing control · Fall from height

Site or location		**Plant or area verified**	
Date and time		**Shift**	
Verified by (name and role)		**Control owner**	

1 Where this control sits on the bowtie



Amber: this control, CCV-01, on threat line T1. Grey numbers: the other critical controls in this pack. Preventing controls sit left of the unwanted event and stop it happening; mitigating controls sit right of it and limit the harm.

2 The control

Control	Edge protection at every unprotected edge
Type	Preventing: it stops the unwanted event happening.
It sits on	Threat T1: Working near an unprotected edge, open side or roof edge
Hierarchy of control	Engineering
Objective	Stop a person reaching or going over an edge from which they could fall, with guardrails, barriers, parapets or other passive edge protection that does not rely on the worker doing anything.
Why it is critical	A person near an open edge is one slip, trip or step back away from a fall. Edge protection works whether or not anyone is paying attention. A missing section or a rail removed for access exposes the next person straight away.

3 Performance requirements

What the control must achieve. The checklist in part 5 tests each one.

No.	The control must meet this requirement
R1	Every edge from which a person could fall is protected before work starts there: guardrails, a solid barrier, a parapet or a fence.
R2	Guardrails have a top rail, a mid rail or infill, and a toe board where things could fall, at the heights the manufacturer and the Australian Standard require.
R3	Guardrail systems are installed as the manufacturer or designer specifies, secure, and strong enough for the loads they may take.

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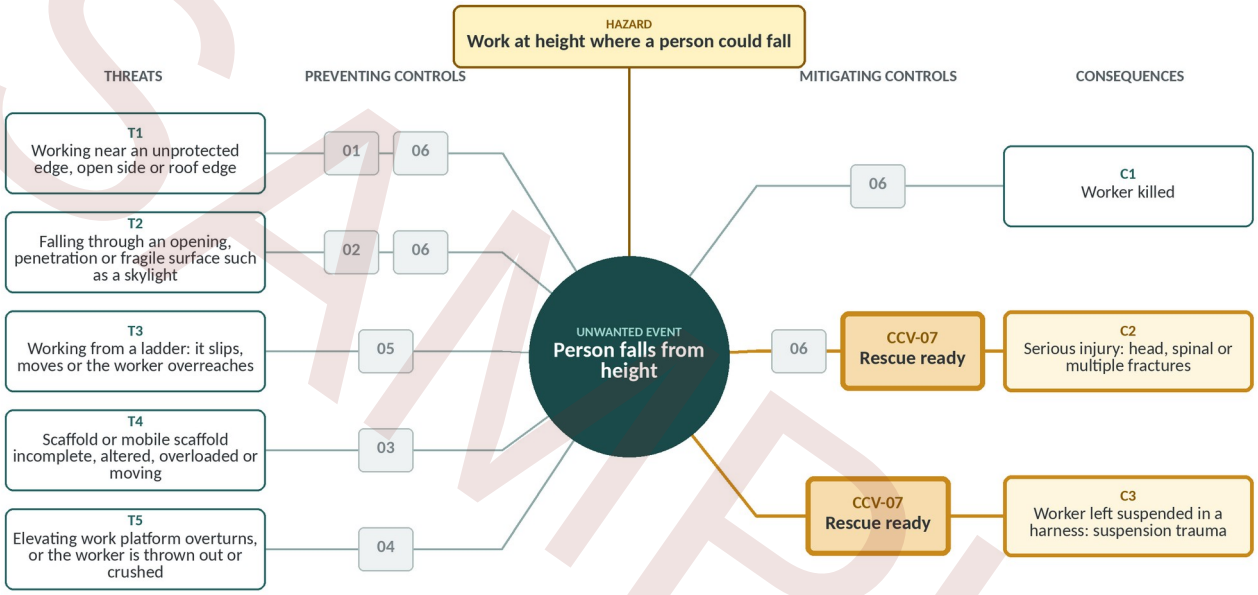
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CCV-07 Rescue of a worker suspended in a harness or fallen

Critical Control Verification · Mitigating control · Fall from height

Site or location		**Plant or area verified**	
Date and time		**Shift**	
Verified by (name and role)		**Control owner**	

1 Where this control sits on the bowtie



Amber: this control, CCV-07, on consequence lines C2 and C3. Grey numbers: the other critical controls in this pack. Preventing controls sit left of the unwanted event and stop it happening; mitigating controls sit right of it and limit the harm.

2 The control

Control	Rescue of a worker suspended in a harness or fallen
Type	Mitigating: it limits the harm once the unwanted event has happened.
It sits on	Consequence C2: Serious injury: head, spinal or multiple fractures; consequence C3: Worker left suspended in a harness: suspension trauma
Hierarchy of control	Administrative
Objective	If a worker falls and is suspended in a harness or injured at height, get them down and to first aid fast, with people and equipment ready on site, without relying on emergency services alone.
Why it is critical	A worker hanging in a harness can lose consciousness within minutes as blood pools in the legs. Emergency services may take too long to arrive and reach them. A rescue that is planned, equipped and practised is the last control between a survivable fall and a death.

3 Performance requirements

What the control must achieve. The checklist in part 5 tests each one.

No.	The control must meet this requirement
R1	A rescue method is set for each place where fall arrest is used: an EWP, a rescue kit, a ladder or another way to reach the worker.
R2	Rescue equipment is on site, near the work, and in good condition.
R3	Enough people trained in the rescue method are present whenever fall arrest is used. Nobody uses fall arrest alone.

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END OF THE FREE SAMPLE

This sample shows a few pages, so you can judge the layout and the quality. Field-ready Critical Control Verification forms for fall from height: one for each of the 7 critical controls that stop a person falling from height, or limit the harm when it happens, with the bowtie, a verification schedule and a short guide.

What the full product contains

- **7 Critical Control Verification forms, one per critical control (5 preventing, 1 preventing and mitigating, 1 mitigating): each with its bowtie, objective, performance requirements, failure modes, a Pass / Fail / Non-conformance checklist, the overall result, actions, a page of prompts for talking to the people who use the control, and sign-off**
  03_CCV_FORMS/ (Word and PDF)
- **The critical controls: CCV-01 Edge protection (preventing); CCV-02 Covers over openings (preventing); CCV-03 Scaffold complete (preventing); CCV-04 EWP within limits (preventing); CCV-05 Safe ladder use (preventing); CCV-06 Harness restraint or arrest (preventing and mitigating); CCV-07 Rescue ready (mitigating)**
  03_CCV_FORMS/CCV-01 to CCV-07
- **The full bowtie for fall from height on one page: every threat, consequence and critical control**
  02_BOWTIE/Fall from Height Bowtie.docx and .pdf
- **The CCV schedule: who verifies each control, how often by exposure, the method and the record**
  04_CCV_SCHEDULE/CCV Schedule.docx and .pdf
- **The CCV schedule workbook: suggested frequency by exposure, next due dates and status by formula, dropdowns, no macros**
  04_CCV_SCHEDULE/CCV Schedule.xlsx
- **How to use these CCVs: the method, scoring, the response to a Fail or Non-conformance, frequency, and adapting the set to your site**
  01_START_HERE/How to Use These CCVs.docx and .pdf
- **Read Me First, Product Overview, Permitted Use Terms and Version Information**
  01_START_HERE/ (PDF)

Formats

- Word (.docx), editable, with your logo and business name in the header
- Excel (.xlsx), editable, with dropdowns and formulas (no macros)
- PDF copies of the Word documents, for printing blank
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