



## 1. RELEVANT ANNEXURES

Once this application form is filled in, please also complete the following annexures as per stipulated below for the type of application being submitted.

Members:	Annexure A
Professional Development Partner:	Annexure A & Annexure B

### **Annexure A: TRADE ASSOCIATION MEMBERSHIP**

Our Institute comprises of seven chambers which shall include as applicable to the relevant activity; manufacturers, suppliers (by sale or hire), contractors, for whom the supply of equipment and/or expertise concerning work at height is their core business.

I \_\_\_\_\_ (Name) \_\_\_\_\_ (Surname) from  
\_\_\_\_\_ (Company)

Hereby declare that all my employees who actively work at height will be trained and registered practitioners with the IWH Professional Body. I furthermore declare that I will send all individuals not registered with the IWH, for the relevant training at an IWH Professional Body Professional Development Partner name \_\_\_\_\_ for a period of \_\_\_\_\_(months) and will report back to the IWH within the period stated above.

I confirm that the details as stipulated in the application form is true and correct and can be used for validation purposes by the IWH administrator processing this submission.

The IWH is working closely with the Dept of Employment and Labour and the QCTO in ensuring all employees are properly trained and competent in conducting their work safely, therefore we require proof of registration against our registered designations/skills with the IWH Professional Body for employees who actively conduct industrial work at height. If above is applicable, we will still process your application, however we will issue a temporary 3-month Membership Certificate. Should you submit the proof of registration of all employees who actively work at height, we will issue a formal Membership Certificate which is valid for the remaining months of the 12-month period.

### **NOTES**

- Please do not send payment until we have notified you of your membership acceptance, whereupon an invoice for the subscription fee will be raised.
- Upon acceptance, membership will not become effective until the subscription and any other applicable fee has been paid.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Designation

## **COMPLIANCE WITH SAFETY STANDARDS**

After completing this application form, all applicants need to confirm in writing their commitment to comply with Industry standards / regulations as required by each individual Chamber of the Institute. Dependent on which chamber/s you wish to join you need to complete and sign the declaration letter for the relevant compliance section of each Chamber.

### **STANDARDS COMPLIANCE AGREEMENT**

Membership of the Institute for Work at Height consists of Companies or Individuals joining one or more of the Chambers of the Institute.

Members of the chambers shall include Manufacturers, suppliers, users, lessors, contractors, Professional Development Partner (only after they have been recognised by the Professional Body of the Institute) and any other allied service providers operating within that specialisation of the Work at Height Industry.

In terms of Section 3.4 of the constitution of the Institute for Work at Height, all members are required to comply with the Code of Ethical Practice and any other rules and regulations implemented by the National Executive Council.

To strengthen its credibility and in accordance with generally accepted good governance guidelines, the Institute's National Executive Council deem it necessary that all current and prospective members confirm in writing their commitment to complying with such standards and regulations as is necessary for each chamber.

As an existing member / new member applicant (*cross through whichever is not applicable*) of the chamber we hereby confirm and declare that we comply as applicable with the following compliance requirements:

<b>Name &amp; Surname</b>		<b>Signature:</b>	
<b>Position:</b>		<b>Date:</b>	
<b>Company Name:</b>		<b>IWH Number:</b>	

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**Please complete each relevant chamber information and strikethrough the chambers unrelated to your scope**

## 2. ALL CHAMBERS

To be completed by all companies

ALL CHAMBERS	Y/N/NA	COMMENTS
1. I herewith submit a company organogram with proof of competencies.		
2. I/We are in possession of a Safety File comprising of a letter of good standing, legal appointments, and training, working at Heights Medical fitness, Fall Protection Plan (CR10), Risk Assessment, Method Statement and Safe work procedures and management of change process.		
3. I/We have a competent Fall Protection Plan developer in my employment/or I have a Service Level Agreement with a Fall Protection Plan developer.		
4. The Fall Protection Planner has formally been appointed in writing and proof thereof.		
5. Each employee will be issued with appropriate PPE and the correct equipment and tools to perform the job or task at hand safely, as identified by the Risk Assessment.		
6. I/We understand the difference between Fall Arrest, fall restraint and Fall Prevention.		
7. I/We attach to this application three (3) letters of commendation from three separate clients: This letter will confirm: <ul style="list-style-type: none"> <li>- Behaviour on site</li> <li>- Adherence to standards and regulations</li> <li>- Overall safety culture within organisation</li> </ul>		
8. I/We will comply with all the relevant legislation and SABS Standards relevant to my/our scope of work.		

### 3. FALL PREVENTION CHAMBER

FALL PROTECTION	Y/N/NA	COMMENTS
I/We hereby confirm that I have selected to be a part of the Fall Protection Chamber of the Institute for Work at Height and I declare that;		
1. I/We have sufficient and competent individuals in my employment to always have two or more “Technicians” working in a team.		
2. I/We confirm that each employee will be issued with the correct Fall Protection equipment to perform their tasks safely.		
3. I/We will ensure each team is in possession of a rescue kit appropriate to the scope of work		
4. I/We will ensure all lifelines or anchor point used will be sufficient for use and will be manufactured according to the relevant standards		

#### 1. Occupational Health and Safety Act (Act 85 of 1993) and all of its regulations in particular:

- Construction Regulations 2014.
- General Safety Regulations of 30 May 1986 as amended.

#### 2. IWH Working at Height Guidelines

#### 3. Relevant, existing and adopted equipment Standards (as a minimum requirement);

✓ SANS 1397 – Industrial Safety Helmet	✓ SANS 50363 – PPE against falls from a height - Fall Arrest Systems
✓ SANS 50341 – Descender Devices	✓ 50364 – PPE against falls from a height - Test Methods
✓ SANS 50353 – 1 - Guided Type Fall Arresters including a rigid anchor line	✓ 50365 – PPE against falls from a height - General Requirements for Instructions for use, maintenance, periodic examination, repair, marking and packaging.
✓ SANS 50353 – 2 - Guided Type Fall Arresters including a flexible anchor line	✓ 50564 – Accessory Cord Safety Requirements and testing
✓ SANS 50354 – Lanyard	✓ 50566 – Slings – Safety requirements and test methods
✓ SANS 50355 – Energy Absorber	✓ 50567 – Rope Clamps – Safety requirements and test methods
✓ SANS 50358 – Belts for work positioning and restraint and work positioning lanyards.	✓ 50795 – Anchor Devices – Requirements and testing
✓ SANS 50360 – Retractable Type Fall Arresters	✓ 50813 – Sit Harness (Rope Access Harness – SANS 50361,50358,50813)
✓ SANS 50361 – PPE against falls from a height - Full Body Harness	✓ 50892 – Dynamic Rope – Safety requirements and testing
✓ SANS 50362 – Connectors	✓ 50363 – Fall Arrest Systems
✓ SANS 51497 – Rescue Harness	✓ 51891 – Low Stretch Kern Mantle Rope

## 5. ROPE ACCESS CHAMBER

ROPE ACCESS	Y/N/NA	COMMENTS
I/We hereby confirm that I have selected to be a part of the Rope Access Chamber of the Institute for Work at Height and I declare that;		
1. A Full time Rope Access Supervisor has been, employed / or the company has contracted out the services of a Rope Access Supervisor.		
2. I/We have a Rope Access Practitioner in my/our employment who can be formally appointed as the Supervisor in the event of a Simple Site / or I have a Service Level Agreement with a Rope Access Practitioner who can be formally appointed as the Supervisor in the event of a Simple Site.		
3. The Rope Access Supervisor has been formally appointed in writing with proof thereof.		
4. I/We have sufficient Rope Access Technicians in my employment in order to always have two or more Technicians working in a team.		
5. I/We understand the process of worksite classification as per ISO22846-Part 2.		
6. I/We confirm that each employee will be issued with a "kit" with the correct Rope Access equipment to perform their tasks safely.		

### 1. Occupational Health and Safety Act (Act 85 of 1993) and all of its regulations in particular:

- Construction Regulations 2014.
- General Safety Regulations of 30 May 1986 as amended.

### 2. IWH Working at Height Guidelines

### 3. ISO 22846-1: Personal equipment for protection against falls – Rope access systems – Fundamental principles for a system of work.

### 4. ISO 22846-2: Personal equipment for protection against falls – Rope access systems – Code of practice.

### 5. Relevant, existing and adopted equipment Standards (as a minimum requirement);

✓ SANS 1397 – Industrial Safety Helmet	✓ SANS 50363 – PPE against falls from a height - Fall Arrest Systems
✓ SANS 50341 – Descender Devices	✓ 50364 – PPE against falls from a height - Test Methods
✓ SANS 50353 – 1 - Guided Type Fall Arrestor including a rigid anchor line	✓ 50365 – PPE against falls from a height - General Requirements for Instructions for use, maintenance, periodic examination, repair, marking and packaging.
✓ SANS 50353 – 2 - Guided Type Fall Arrestor including a flexible anchor line	✓ 50564 – Accessory Cord Safety Requirements and testing
✓ SANS 50354 – Lanyard	✓ 50566 – Slings – Safety requirements and test methods
✓ SANS 50355 – Energy Absorber	✓ 50567 – Rope Clamps – Safety requirements and test methods
✓ SANS 50358 – Belts for work positioning and restraint and work positioning lanyards.	✓ 50795 – Anchor Devices – Requirements and testing
✓ SANS 50360 – Retractable Type Fall Arresters	✓ 50813 – Sit Harness (Rope Access Harness – SANS 50361,50358,50813)
✓ SANS 50361 – PPE against falls from a height - Full Body Harness	✓ 50892 – Dynamic Rope – Safety requirements and testing
✓ SANS 50362 – Connectors	✓ 50363 – Fall Arrest Systems
✓ SANS 51497 – Rescue Harness	✓ 51891 – Low Stretch Kern Mantle Rope

## 6. SCAFFOLDING (STEEL) CHAMBER

SCAFFOLDING (STEEL)	Y/N/NA	COMMENTS
I/We hereby confirm that I/We have selected to be a part of the Scaffold Chamber of the Institute for Work at Height and I declare that;		
1. I/We have competent Scaffold Supervisors in my/our employment / or I/we have a Service Level Agreement with a competent Scaffold Supervisor to assist when needed.		
2. I/We have a competent Scaffold Practitioner in my/our employment who can be formally appointed in writing as the competent Scaffold Supervisor in the event of a site / or I/we have a Service Level Agreement with a Scaffold Practitioner who can be formally appointed in writing as the competent Supervisor in the event of a site.		
3. I/We understand the process of worksite classifications as per ISO 9001		
4. I/We have sufficient scaffolders in my/our employment when required to always have two or more working in a team.		
5. I/We have a competent and legally appointed Scaffold Inspector or a legally competent person in my/our employment that can inspect, Access Scaffolding / or I/we have a Service Level Agreement with a competent and legally appointed Scaffold Inspector.		
6. I/We have sufficient equipment or proof of source of equipment from a Reputable Supplier and an inspection and maintenance procedure.		
7. Each employee will be trained to perform their tasks safely for the scaffold to be erected.		
8. I/We adhere to the relevant sections of the SANS 10085, OHS Act and Regulations including Mine Health and Safety Act.		
9. I/We ensure that Site establishment will be done, and public awareness, barricading and applicable safety Signs provided.		
10. Comply with Section 12, 16 parts 1 and 2 as per Construction Regulations.		

### 1. Occupational Health and Safety Act (Act 85 of 1993) and all its regulations in particular:

- Construction Regulations 2014
- General Safety Regulations of 30 May 1986 as amended.

### 2. SANS 10085-1:2004 The design, erection, use and inspection of access scaffolding.

### 3. SANS 1169:2008 Temporary stands

### 4. SANS 657-1 Steel tubes for non-pressure purposes – Part 1: Sections for scaffolding

### 5. SANS 50361:2003 Personal protective equipment against falls from a height – Full body harnesses

### 6. SANS 10366:2012 Health and Safety at live events

### 7. SANS 398-3 Specification for prefabricated mobile access and work towers

## 7. SUSPENDED ACCESS EQUIPMENT CHAMBER

SUSPENDED ACCESS EQUIPMENT		Y/N/NA	COMMENTS
I/We hereby confirm that I have selected to be a part of the Suspended Access Equipment Chamber of the Institute for Work at Height and I declare that;			
1.	I/We are users of Suspended Access Equipment on a rental basis and can provide a copy of the most recent rental agreement on request as well as copies of the latest inspection report compiled by the LMI on behalf of the LME & copies of the LME certificate from Department of Labour and LMI registration letter from ECSA.		
2.	I/We own Suspended Access Equipment and can provide proof of LME Registration, as well as the LMI registration letter from ECSA, including an addendum showing the category of competence of the LMI.		
3.	I/We own and use Suspended Access Equipment and we are not a registered LME. We can provide proof of a Service Level Agreement with a registered LME and proof of this organisation's LME & LMI registration.		

### 1. Occupational Health and Safety Act (Act 85 of 1993) and all its regulations in particular:

- Construction Regulations 2014
- General Safety Regulations of 30 May 1986 as amended.
- Driven Machinery Regulations 24 June 2015

### 2. SANS 51808 Safety requirements on suspended access equipment - Design calculations, stability criteria, construction - Tests

### 3. SANS 1903 Safety requirements on suspended access equipment - Design calculations, stability criteria, construction - Tests

### 4. SANS 10295-1:2003 Suspended access equipment Part 1: Permanently suspended access equipment

### 5. SANS 10295-2:2010 Suspended access equipment Part 2: Temporary suspended platforms (TSPs)

## 8. MOBILE ELEVATING WORK PLATFORMS (MEWP'S) CHAMBER

MOBILE ELEVATING WORK PLATFORMS (MEWP'S)	Y/N/NA	COMMENTS
I/We hereby confirm that I have selected to be a part of the MEWP Chamber of the Institute for Work at Height and I declare that;		
1. I/We are users of MEWPs on a rental basis and can provide a copy of the most recent rental agreement on request as well as copies of the latest inspection report compiled by the LMI on behalf of the LME & copies of the LME certificate from Department of Labour and LMI registration letter from ECSA.		
2. I/We own MEWPs and can provide proof of LME Registration, as well as the LMI registration letter from ECSA, including an addendum showing the category of competence of the LMI.		
3. I/We own and use MEWPs and we are not a registered LME. We can provide proof of a Service Level Agreement with a registered LME and proof of this organisation's LME & LMI registration.		

### 1. Occupational Health and Safety Act (Act 85 of 1993) and all its regulations and in particular:

- a. Construction Regulations 2014
- b. General Safety Regulations of 30 May 1986 as amended.
- c. Driven Machinery Regulations of 26 February 1988 as amended.

2. **SANS 16368:2014** Mobile elevating work platforms - Design calculations, safety requirements and test methods
3. **SANS 18893:2007** Mobile elevating work platforms - Safety principles, inspection, maintenance and operation
4. **SANS 18878:2007** Mobile elevating work platforms - Operator (driver) training
5. **SANS 16653 (only applicable in cases of live work)**

## 9. FALSEWORK CHAMBER

FALSEWORK	Y/N/NA	COMMENTS
I/We hereby confirm that I have selected to be a part of the Falsework Chamber of the Institute for Work at Height and I declare that;		
1. I/We are directly involved with temporary works activities on construction sites as defined in the Construction Regulations, 2014.		
2. I/We understand the difference between Support work, Formwork, Scaffolding and Shoring as set out under temporary works in the Construction Regulations, 2014.		
3. I/We employ competent persons (proof to be submitted with application) or employ consultants (list consults or specialists used) to design/draw temporary works structures.		
4. I/We have sufficient competent persons in our employment or employed competent persons who perform the function of inspecting and signing off temporary works on construction sites (proof to be submitted with application).		
5. I/We agree to only use trained persons to work with temporary works equipment.		
6. I/We agree to train staff, involved with temporary works, in accordance with the rules as set out by the IWH.		

### 1. Occupational Health and Safety Act (Act 85 of 1993) and all of its regulations in particular:

- Construction Regulations, 2014.
- General Safety Regulations of 30 May 1986 as amended.
- Driven Machinery Regulations of 24 June 2015 as amended.

### 2. In the absence of a South African Falsework Standard, the recommended falsework standard should be:

- BS 5975:2008 Code of practice for temporary works procedures and the permissible stress design of falsework or,
- EN 12812:2008 Falsework – Performance requirements and general design.

### 3. SANS 10085-1:2004 The design, erection, use and inspection of access scaffolding.

### 4. SANS 10160-1:2011 Basis of structural design.

### 5. SANS 10162-1:2011 Limit-state design of hot rolled steelwork.

### 6. Use of structural timber in falsework:

- SANS 10163-1 The structural use of timber – Limit-state design or,
- SANS 10163-2 the structural use of timber – Allowable stress design.

### 7. SANS 1200 Standard specification for civil engineering construction.

### 8. SANS 2001 – CC1 Construction works (structural).

### 9. SANS 2001 – CC2 Construction works (minor works).

### 10. SANS 10400 The application of the National Building Regulations.

### 11. In the absence of a South African Falsework Manufacturing Standard, the recommended standards should be:

- a. SANS 657-1:2011 Steel tubes for non-pressure purposes – Part 1: Sections for scaffolding.
- b. SANS 2001-CS1:2005 Construction works – Part CS1: Structural steelwork.

## 10. ACCESS TOWERS & LADDERS CHAMBER

ACCESS TOWERS & LADDERS	Y/N/NA	COMMENTS
I/We hereby confirm that I/We have selected to be a part of the Access Towers & Ladders of the Institute for Work at Height and I/We declare that;		
<b>TOWERS</b>		
1. I/We confirm that Towers are manufactured to SANS 51004 and SANS 50131 parts 1-4, 6 and 7.		
2. I/We have at least 2 qualified tower erectors in our employment or legally appointed.		
3. I/We ensure that Towers are inspected regularly (frequency dependent on usage) by a competent Tower inspector. A competent Tower inspector is in the employment of the member or there is a SLA for a ladder inspector.		
4. I/We ensure that all tower work is supervised by a competent tower supervisor whom has been appointed in writing.		
<b>LADDERS</b>		
1. I/We Confirm that Ladders are of appropriate manufacturing standard (i.e. light or domestic ladders may not be used).		
2. I/We Confirm that Ladders are serviced at least annually, proof of this on file.		
3. I/We ensure that Ladders are inspected regularly (frequency dependent on usage) by a competent ladder inspector. A competent ladder inspector is in the employ of the member or there is a SLA for a ladder inspector.		
4. I/We have sufficient ladder users employed to have sufficient numbers on site, user level 1 at least 2 working together, user level 2 at least 4 working together, user level 3 at least 5 working together.		

### 1. Occupational Health & Safety Act (Act 85 of 1993) and all of its regulations, in particular.

- General Safety Regulations 6,
- General Safety Regulations 13A

### 2. Employ professionals.

- scaffold tower erector unit standard 243275
- scaffold tower erector supervisor unit standard 243274

### 2 Manufacturers Standard

- **Ladders - SANS 50131 Part 1, 2, 3, 4, 6, 7** (Currently in final phases of adoption)
- **Towers - SANS 51004** Mobile access and working towers made of prefabricated elements: Materials, dimensions, design loads, safety and performance requirements. (Adopted)
- **Towers - EN1298** – Mobile access and working towers - Rules and guidelines for the preparation of an instruction manual – This European standard gives rules and guidelines for the preparation of instructions manuals for mobile access and working towers in accordance with EN 1004 (at SABS TC214 for adoption)
- **Towers - BS8620** - Low Level Platforms (In process of adoption in SA)

## **Annexure B: RECOGNISED PROFESSIONAL DEVELOPMENT PARTNER**

I/We agree, if our application is successful, to abide by all Legislation applicable to the industry, any Rules and decisions of the IWH PB as may be determined from time to time, the upload and registration of all trained W@H practitioners and payment of fees when due. I/We in addition to the above, will unreservedly enter into the Registered Practitioner Process\* of the IWH PB.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Designation

### **Note**

If you have not yet received formal accreditation from any of the SETA ETQA's at the time of applying for Recognition with the IWH Professional Body, please note the following will prevail:

- You will be required to show us proof of your application with your relevant SETA ETQA.
- You will be required to show us proof of assessors and moderators' registration with the relevant SETA ETQA.

### **1. ACCREDITATION** (If not yet accredited please refer to the Note at the end of this item)

Staff Allocations per Province										
Requirement	EC	FS	GP	KZN	LIM	MPL	NC	NW	WC	TOTALS
Number of Facilitators										
Number of Assessors										
Number of Moderators										
TOTAL COMPLEMENT										

1. Are all your facilitators, assessors and moderators registered with a SETA?

- *Proof of registration needs to be attached to this application*

2. Do you have service level agreements with all your facilitators, assessors, and moderators?

3. Have all your ETD staff signed a code of conduct?

YES / NO

Attached  
YES / NO

YES / NO

YES / NO

### **Relevant SETA's**

Primary Focus SETA ETQA:	ACCREDITATION No

Secondary recognition with another SETA	ACCREDITATION No

**Note: Please attach your accreditation reports from each SETA**

We are accredited and/or train to the following unit standards:

### Qualifications which include Work at Height Unit Standards

SAQA ID	QUALIFICATION TITLE	LEVEL	CREDITS

### Work at Height Unit Standards

SAQA ID	UNIT STANDARD TITLE	LEVEL	CREDITS

### Registered Assessors

Name	SETA ETQA Registration No	Qualification Registered Against	Unit Standard Registered Against	Seta Registered With

### Registered Moderators

Name	SETA ETQA Registration No	Qualification Registered Against	Unit Standard Registered Against	Seta Registered With

**NOTE: All assessors and moderators must be a current registered practitioner at the Professional Body.**

**PLEASE SUBMIT PROOF OF ALL ASSESSORS AND MODERATORS' REGISTRATION.**  
Where this has not been done, a corrective action plan needs to be submitted.

## 2. PROOF OF ACCREDITATION

Requirement	Available	Attached
SETA Accreditation		
External Moderation Reports – if available		
Registration reports of all assessors		
Registration reports of all moderators		