

Bureau of Reclamation Rope Access Board Charter

AUTHORITY: The Bureau of Reclamation's Rope-Access Board was established in 2004 by Reclamation's Director, Policy, Management, and Technical Services, in accordance with the Bureau of Reclamation's safety policy SAF P01. The Board was created to establish minimum Reclamation-wide procedures and requirements which will ensure oversight and operational coordination for all rope access operations.

PURPOSE: The purpose of the Board is to ensure the administrative and regulatory oversight to conduct all rope-access operations in a safe and consistent manner. The Board oversees training, qualification, and safety review of Reclamation rope-access activities. Procedures established by this Board will meet the rope supported work standards contained in the Reclamation Safety and Health Standards (RSHS).

EXECUTIVE SPONSOR: The Regional Director, Upper Colorado Region, will be the sponsor of the Board.

MEMBERSHIP: The membership of the Board, with the majority of its members being active rope-access technicians, will be comprised of the following:

An active rope-access representative from each Region and the Technical Service Center (TSC). If a region or the TSC does not have active rope-access personnel, they may send a Contracting Officer's Representative for rope-access work. Each Region and TSC shall designate an alternate, if needed, to serve on the Board.

A Reclamation Safety and Occupational Health professional appointed by the Designated Agency Safety and Health Official (DASHO).

Manager, Safety and Health Services or their designee.

The Board shall elect a chairperson from among the Board members by a majority vote. The chairperson shall serve a term of two years and may not serve successive terms. The Board shall also elect a vice-chairperson to serve for two years. The vice-chairperson shall serve as the successor to the chairperson.

The chairperson is responsible for submitting an annual budget to the Board for approval by a majority vote at which a quorum is present. Requests for changes to the budget must be approved by the Board.

The Board shall designate one of its members as the person responsible for administering the board budget and coordinating budget expenditures related to activities approved by the Board. This individual will report expenditures and budget balance to the Board quarterly as requested.

Minutes will be taken for each Board meeting.

Action items will be decided by a simple majority vote of a Board meeting at which a quorum is present. A quorum will consist of 50 percent or more of the sitting Board (including designated alternates), but must include a safety professional.

RESPONSIBILITIES: The Board will:

1. Keep up-to-date on events, standards, and policy which affect rope-access work within Reclamation.
2. Maintain familiarity with new equipment that is commercially available and evaluate its applicability, functionality, and safety in Reclamation operations.
3. Provide opportunities for rope-access technicians throughout Reclamation to interact and share information relevant to the safety and conduct of rope-access techniques and procedures.
4. Establish uniform training and certification practices within Reclamation.
5. Promulgate guidance to regional rope-access work committees.
6. Recommend policy and guidance for issuance by the DASHO including revisions to Reclamation Safety and Health Standards, and Guidelines for Rope Access Work.
7. Review and approve Guidelines for Rope Access.
8. Establish a process for verification of competence, training, and independent certification for Reclamation's Rope-Access Supervisors (Certifiers) as called for in Section 16.2.10 of the Reclamation Safety and Health Standards.

MEETINGS: Meetings will be held at least annually, or more frequently as requested by the membership.

Approved: _____

Brent Rhees, Acting Director
Upper Colorado Region

8/28/17
Date

