

Fall protection anchor annual maintenance checklist

The annual fall protection anchor service is the deep pass: the measurements, cleanings and tests a quarterly round doesn't reach. This checklist keeps the full service on record with the photos that make it defensible later. Work is commonly verified against OSHA fall protection requirements, manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: A qualified person or professional engineer inspects and recertifies the load capacity of each anchor and lifeline; the building team observe, document the condition and file the certification, and never certify the system themselves. When: On the system's required recertification cycle, the pass where a qualified person confirms the anchors and lifelines can still take the load, which no condition walk on the building side can establish.

Recertification observed

- ☐ **Load-capacity recertification witnessed and recorded**
Qualified person or PE seen inspecting and recertifying each anchor and lifeline for its rated load, the confirmation and any test observed and captured for the record, not certified by the site. **2 photos required**
- ☐ **Structural connections and any prior-fall anchors reviewed**
Structural attachment and roof penetration examined by the qualified person, any anchor that carried a fall specifically cleared for reuse or condemned, findings recorded. **1 photo required**

Documentation and tagging

- ☐ **New certification tag applied and records filed**
Updated certification tag with the new date at the system, the qualified person's report filed on the building side, next recertification date tracked so it doesn't lapse. **1 photo required**
- ☐ **Deficiencies logged and out-of-service anchors flagged**
Any anchor or lifeline the qualified person condemns tagged out of service and logged with a photo and a date on the site record, the follow-up owned separately from the certification report. **1 photo required**