



Safety Guidelines



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It shall be the responsibility of all users to read and comply with the following common sense guidelines which are designed to promote safety in the erecting, dismantling and use of scaffolds. These guidelines do not purport to be all-inclusive nor to supplant or replace other additional safety and precautionary measures to cover usual or unusual conditions. If these guidelines in any way conflict with any state, local, federal or other government statute or regulation, said statute or regulation shall supersede these guidelines and it shall be the responsibility of each user to comply there with.

I. GENERAL GUIDELINES

- A. POST THESE SCAFFOLDING SAFETY GUIDELINES in a conspicuous place and be sure that all persons who erect, dismantle or use scaffolding are aware of them.
- B. FOLLOW ALL STATE, LOCAL AND FEDERAL CODES, ORDINANCES AND REGULATIONS pertaining to scaffolding.
- C. SURVEY THE JOB SITE. A survey shall be made of the job site for hazards, such as untamped earth fills, ditches, debris, high tension wires, unguarded openings, and other hazardous conditions created by other trades. These conditions should be corrected or avoided as noted in the following sections.
- D. INSPECT ALL EQUIPMENT BEFORE USING. Never use any equipment that is damaged or defective in any way. Remove it from the job site.
- E. SCAFFOLDS MUST BE ERECTED IN ACCORDANCE WITH DESIGN AND/OR MANUFACTURERS' RECOMMENDATIONS.
- F. DO NOT ERECT, DISMANTLE OR ALTER A SCAFFOLD unless under the supervision of a qualified person.
- G. DO NOT ABUSE OR MISUSE THE SCAFFOLD EQUIPMENT.
- H. ERECTED SCAFFOLDS SHOULD BE CONTINUALLY INSPECTED by users to be sure that they are maintained in safe condition. Report any unsafe condition to your supervisor.
- I. NEVER TAKE CHANCES! IF IN DOUBT REGARDING THE SAFETY OR USE OF THE SCAFFOLD, CONSULT YOUR SCAFFOLD SUPPLIER.
- J. NEVER USE EQUIPMENT FOR PURPOSES OR IN WAYS FOR WHICH IT WAS NOT INTENDED.
- K. DO NOT WORK ON SCAFFOLDS if your physical condition is such that you feel dizzy or unsteady in any way.

II. GUIDELINES FOR ERECTION AND USE OF SCAFFOLDS

- A. SCAFFOLD BASE MUST BE SET ON AN ADEQUATE SILL OR PAD to prevent slipping or sinking and fixed thereto where required. Any part of a building or structure used to support the scaffold shall be capable of supporting the maximum intended load to be applied.
- B. USE ADJUSTING SCREWS or other approved methods instead of blocking to adjust to uneven grade conditions.
- C. BRACING, LEVELING & PLUMBING OF FRAME SCAFFOLDS
 - 1. Plumb and level all scaffolds as the erection proceeds. Do not force frames or braces to fit—level the scaffold until proper fit can easily be made.
 - 2. Each frame or panel shall be braced by horizontal bracing, cross bracing, diagonal bracing or any combination thereof for securing vertical members together laterally. All brace connections shall be made secure, in accordance with the manufacturer's recommendations .
- D. BRACING, LEVELING & PLUMBING OF TUBE & CLAMP AND SYSTEM SCAFFOLDS
 - 1. POSTS SHALL BE ERECTED PLUMB in all directions, with the first level of runners and bearers positioned as close to the base as feasible. The distance between bearers and runners shall not exceed manufacturer's recommended procedures.

2. PLUMB, LEVEL AND TIE all scaffolds as erection proceeds.
3. FASTEN ALL COUPLERS AND/OR CONNECTIONS securely before assembly of next level.
4. VERTICAL AND/OR HORIZONTAL DIAGONAL BRACING MUST BE INSTALLED according to

manufacturer's recommendations.

E. TIE CONTINUOUS (RUNNING) SCAFFOLDS TO THE WALL OR STRUCTURE at each end and at least every 3 feet of length when scaffold height exceeds the maximum allowable free standing dimension. Begin ties or stabilizers when the scaffold height exceeds that dimension, and repeat at vertical intervals not greater than 26 feet. The top anchor shall be placed no lower than four (4) times the base dimension from the top of the completed scaffold. Anchors must prevent scaffold from tipping into or away from wall or structure. Stabilize circular or irregular scaffolds in such a manner that completed scaffold is secure and restrained from tipping. When scaffolds are partially or fully enclosed or subjected to overturning loads, specific precautions shall be taken to insure the frequency and accuracy of ties to the wall and structure. Due to increased loads resulting from wind or overturning loads the scaffolding components to which ties are subjected shall be checked for additional loads.

F. WHEN FREE STANDING SCAFFOLD TOWERS exceed four (4) times their minimum base dimension vertically, they must be restrained from tipping (CAL/OSHA and some government agencies require stricter ratio of 3 to 1).

G. DO NOT ERECT SCAFFOLDS NEAR ELECTRICAL POWER LINES UNLESS PROPER PRECAUTIONS ARE TAKEN.

Consult the power service company for advice.

H. A MEANS OF ACCESS TO ALL PLATFORMS SHALL BE PROVIDED.

I. DO NOT USE ladders or makeshift devices on top of scaffolds to increase the height.

J. PROVIDE GUARDRAILS AND MID-RAILS AT EACH WORKING PLATFORM LEVEL where open sides and ends exist, and toeboard where required by code.

K. BRACKETS AND CANTILEVERED PLATFORMS

1. Brackets for SYSTEM SCAFFOLDS shall be installed and used in accordance with manufacturer's recommendations.
2. Brackets for FRAME SCAFFOLDS shall be seated correctly with side bracket parallel to the frames and end brackets at 90 degrees to the frames. Brackets shall not be bent or twisted from normal position. Brackets (except mobile brackets designed to carry materials) are to be used as work platforms only and shall not be used for storage of material or equipment.
3. Cantilevered platforms shall be designed, installed and used in accordance with manufacturer's recommendations.