

GIVE TO SCAFFOLD ERECTOR & USER OR POST ON JOB

DEVELOPED FOR INDUSTRY BY

SCAFFOLD INDUSTRY ASSOCIATION, INC.

CODE OF SAFE PRACTICES FOR ERECTING & DISMANTLING OF STEEL SCAFFOLDS

It shall be the responsibility of all employees to read and comply with the following common sense rules which are designed to promote safety in the erecting and the dismantling of scaffolds. These rules 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 rules in any way conflict with any state, local, or federal statute or regulation said statute or regulation shall supersede these rules and it shall be the responsibility of each employee to comply therewith.

I. GENERAL RULES

- A. **SURVEY THE JOB SITE:** A survey shall be made of the jobsite for (a) hazards such as untamped earth fills, ditches, debris, high tension wires, unguarded openings, hazardous conditions created by other trades; (b) proper posting of notices required by law such as location of emergency services (ambulance, hospital, etc.), OSHA posters, etc.; and (c) adequacy of sanitation and drinking water.
- B. **INSPECT ALL EQUIPMENT BEFORE USING:** Never use any equipment which has any obvious defect. Defective equipment should be immediately repaired or removed from the jobsite.
- C. **DO NOT ERECT OR DISMANTLE SCAFFOLDS WHEN OTHER CRAFTS ARE WORKING DIRECTLY ABOVE OR BELOW THE AREA WHERE YOU MUST PERFORM YOUR WORK.**
- D. **NEVER USE EQUIPMENT FOR PURPOSES OR IN WAYS FOR WHICH IT WAS NOT INTENDED.**
- E. **REPORT ANY UNSAFE CONDITION. NEVER TAKE CHANCES.** Do not work on scaffolds if your physical condition is such that you feel dizzy or unsteady in any way.

II. ERECTING SCAFFOLDS

- A. **PROVIDE ADEQUATE SILLS** for scaffold posts and use base plates.
- B. **USE ADJUSTING SCREWS** or other approved method, instead of blocking, to adjust to uneven grade conditions.
- C. **PLUMB, LEVEL, AND TIE** all scaffolds as erecting proceeds. Do not force braces to fit. Free standing scaffold towers must be restrained from tipping by guying or other means.
- D. **BRACING:** Each frame or panel shall be braced by horizontal bracing, cross bracing, or any combination thereof for securing vertical members together laterally. All brace connections shall be made secure, in accordance with manufacturers recommendations.
- E. **DO NOT CLIMB CROSS BRACES.** Keep balance.
- F. **PLANKED OR STAGED AREAS** should be provided with proper railings.
- G. **DO NOT ERECT SCAFFOLDS NEAR ANY ELECTRICAL POWER LINE UNLESS PROPER PRECAUTIONS ARE TAKEN.**
- H. **DO NOT USE** ladders or makeshift devices on top of scaffolds to increase the height.
- I. **PLANKING:**
 1. Use only "scaffold" grade plank.
 2. Visually inspect plank prior to use to be sure plank is not warped, damaged, or otherwise unsafe.
 3. Planking shall have at least 12" overlap and extend 6" beyond center of support, or be cleated at both ends to prevent sliding off supports.
 4. Fabricated scaffold planks and platforms (unless cleated or restrained by hooks) shall extend over their end supports not less than 6" nor more than 12".

- J. **ALL SCAFFOLDING ACCESSORIES** shall be used and installed in accordance with the manufacturers recommended procedure.

K. FOR ROLLING SCAFFOLDS THE FOLLOWING ADDITIONAL RULES APPLY:

1. Joints shall be provided with lock pins, or bolts, or equivalent fastening, including caster joints.
2. Wheels or casters shall be provided with a locking device and kept locked during erection and dismantling.
3. Do not extend adjusting screws on rolling scaffolds more than 12".
4. Do not use brackets or other platform extensions without consideration of overturning effect.
5. The working platform height of a rolling scaffold must not exceed four times the smallest base dimension unless guyed or otherwise stabilized (CAL/OSHA and some Government agencies call for stricter ratio of 3 to 1).
6. Cleat or secure all plank.

III. DISMANTLING SCAFFOLDS

- A. Check to see if scaffolding has been structurally altered in any way which would make it unsafe, and, if so, reconstruct where necessary before commencing with dismantling procedures.
- B. Visually inspect plank prior to dismantling to be sure they are safe to work on.
- C. Components should be lowered as soon as dismantled in a safe manner so as to protect personnel below.
- D. Do not accumulate excess components or equipment on the level being dismantled.
- E. Dismantled equipment should be stockpiled in an orderly manner.

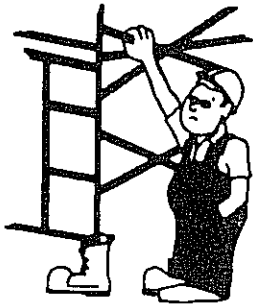


TIPS ON SCAFFOLD SAFETY

courtesy of BIL-JAX, INC. archbold, ohio

POST WHERE WORKMEN CAN SEE

The following safety tips are offered by the engineering department of Bil-Jax, Inc. as guide-lines in avoiding job-site situations that could prove dangerous to scaffold workmen.



BEGIN WITH GOOD FOOTING.

Use base plates, sills, or footers (or combination) on solid ground; make sure scaffold is levelled or plumbed.

REJECT DAMAGED PARTS.

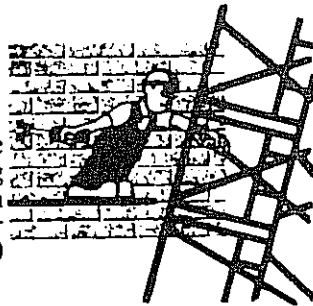
Bent, or otherwise damaged end frames or braces should not be used. Put them aside for replacement. For repair contact Bil-Jax, Inc.

DON'T SHORT-CHANGE BRACING.

Use braces at all points provided; add extra braces if needed to insure rigidity.

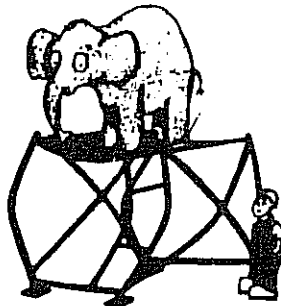
TIE SCAFFOLD TO BUILDING.

Scaffolding should be tied to the structure, using heavy wire or tie-in device, every 25 feet or less of rise, and every 30 feet of length.



DON'T OVERLOAD SCAFFOLDING.

Follow the safe load capacities as given by the scaffold manufacturer. There's a limit even to what steel can support. A 4-to-1 safety factor must be figured on scaffolding.

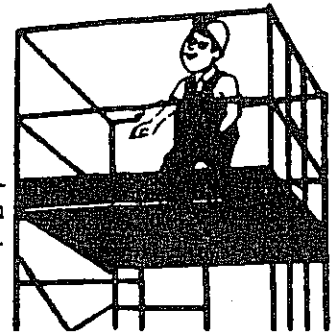


USE METAL CATWALKS, PLATFORMS

where available. If wood plank is used, it must be scaffold grade or better. Inspect thoroughly before every job to make sure it is free from breaks, knots, cracks or warpage. Decking should be full width.

USE DOUBLE GUARD RAILS

and toe boards on exposed sides at platform heights of 6 feet or more.

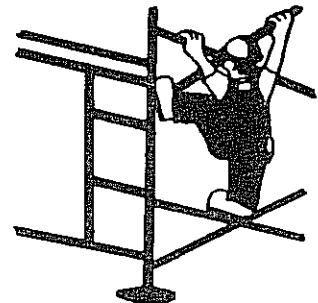


INSPECT AND CHECK..

Take no chances. Inspect the scaffold set up after erection, and daily while in use. Don't remove, or allow removal, of any parts without OK from proper authorities. When wire rope is used, inspect it on each job.

DON'T CLIMB ON BRACES.

Use the steps provided on most all steel scaffolds to climb up to or down from work levels. Use scaffold climbing ladders where required.

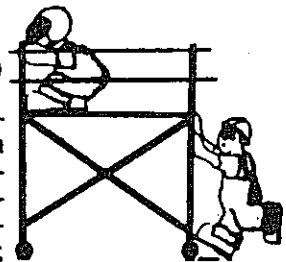


PROTECT WORKING LEVELS.

Use overhead canopies to protect workers on lower work levels when work is being done overhead. Rope off unsafe areas underneath scaffold or provide wire mesh around work area.

DON'T RIDE ON MOVING SCAFFOLD

and remember rolling scaffold units are limited in height to 4 times their narrowest base dimension (unless base is widened by outriggers, or more end frames; or tied into building.)



Always keep casters locked (except to re-spot).

CHECK SAFETY CODES.

OSHA, state and local safety codes should be consulted; and approval obtained from Building Safety and Industrial Commission on scaffold set-ups.