

Scaffolding Safety Program

Purpose:

Scaffolds are a major source of injuries and fatalities. Of the 510,500 injuries and illnesses that occur in the construction industry annually, 9,750 are related to scaffolds. In addition, of the estimated 924 occupational fatalities occurring annually, at least 79 are associated with work on scaffolds. Most of these accidents can be prevented if proper safety precautions are initiated.

Scope:

This poses a serious problem for exposed workers and their employer. The OSHA Standards governing Scaffolding establish uniform requirements to ensure that the hazards existing in U.S. workplaces are evaluated, safety procedures implemented, and that the proper hazard information is transmitted to all affected workers.

This is to notify and educate you that we will comply with OSHA Standard CFR 1926.451 which addresses safe access to and fall protection from scaffoldings during erection and dismantling and use.

Responsibility:

We will ensure that all potential hazards regarding Scaffolding in our facility or job sites are evaluated. This program is intended to address comprehensively the issues of; evaluating and identifying potential deficiencies, evaluating the associated potential hazards, communicating information concerning these hazards, and establishing appropriate procedures, and protective measures for employees.

The Safety Director is responsible for all facets of this program and has full authority to make necessary decisions to ensure success of the program. The Safety Director is the sole person authorized to amend these instructions and is authorized to halt any operation of the company where there is danger of serious personal injury.

We will review and evaluate this program on an annual basis, or when changes occur to the governing regulatory standards, that prompt revision of this document, or when facility operational changes occur that require a revision of this document. Effective implementation requires a written program for job safety and health, that is endorsed and advocated by the highest level of management within this company and that outlines our goals and plans. This written program will be communicated to all required personnel. It is designed to establish clear goals, and objectives.

Fixed Scaffolding Safety Policy:

To ensure safety and serviceability the following general precautions concerning the care and use of Scaffolding will be observed:

- Scaffolding erection must be designed by a **Qualified person**.
- Scaffold erection must be supervised by a **Competent person** which is one who has the authority, knowledge and desire to take corrective action.
- Scaffolding will be tagged “ Approved- Ready for Use”.
- Scaffolding should be inspected prior to each work shift for damage.
- Use Base Plates and Mud Sills for scaffold footings. They will be sound, rigid, and capable of carrying the maximum intended load without settling or displacement. Unstable objects such as barrels, boxes, loose brick, or concrete blocks will not be used to support scaffolds or planks.
- Where leveling of the work platform is required, screw jacks or other suitable means for adjusting the height will be used. Adjusting screws may not be extended more than 12 inches.
- Scaffolds and their components will be capable of **supporting at least four times the maximum intended load**. Scaffolds will not be loaded in excess of the working load for which they are intended.
- Fixed scaffolds will not be altered or moved horizontally while they are in use or occupied.
- Any scaffold damaged or weakened from any cause will be immediately repaired and will not be used until repairs have been completed.
- All load-carrying timber members of scaffold framing will be a minimum of 1,500 f. (Stress Grade) construction grade lumber.
- **All planking will be Scaffold Grade** as recognized by grading rules for the type of wood used. **Planks will have an OSHA approved stamp**.
- Nails or bolts used in the construction of scaffolds will be of adequate size and in sufficient numbers at each connection to develop the designed strength of the scaffold. Nails will not be subjected to a straight pull and will be driven full length.
- The deck will be fully planked with no openings in the floor.
- All planking or platforms will be overlapped (minimum 12 inches) or secured from movement.
- An access scaffold, ladder or steps or equivalent safe access will be provided to the work surface.
- Scaffold planks will extend over their end supports not less than 6 inches nor more than 18 inches.
- The poles, legs, or uprights of scaffolds will be plumb, and securely and rigidly braced to prevent swaying and displacement.
- Materials being hoisted onto a scaffold will have a tag line.

- Do not carry materials as you climb up the ladder to the scaffold.
- Do not use Scaffold as a hoist unless designed to do so.
- Guardrails will be used extending 36-42 inches high for the full length.
- A mid rail should be installed at 22 inches high.
- A 4 inch high toe board should be installed on the bottom outer edge.
- Overhead protection will be provided for exposed to overhead hazards.
- Where persons are required to work or pass under the scaffolds, screen between the toeboard and the guardrail, extending along the entire opening, consisting of No. 18 gauge U.S. Standard Wire one-half-inch mesh or the equivalent, will be provided.
- Employees will not work on scaffolds which are covered with ice or snow, unless all ice or snow is removed and planking sanded to prevent slipping.
- Tools, materials, and debris will not be allowed to accumulate.
- Only treated or protected fiber rope will be used for or near any work involving the use of corrosive substances or chemicals.
- Wire or fiber rope used for scaffold suspension will be capable of **supporting at least six times** the intended load.
- Shore scaffolds or lean-to scaffolds will not be used by this company.
- Scaffolds will be secured to permanent structures, through use of anchor bolts, reveal bolts, or other equivalent means. Window cleaners' anchor bolts will not be used.
- Special precautions will be taken to protect scaffold members, including any wire or fiber ropes, when using a heat-producing process.

Mobile (Rolling) Scaffolding Safety:

To insure safety and serviceability the following general precautions concerning the care and use of Scaffolding will be observed:

- Work platforms and scaffolds will be capable of carrying the design load under varying circumstances depending upon the conditions of use.
- The design load of all scaffolds will be calculated on the basis of:
 - **Light** - Designed and constructed to carry a working load of 25 pounds per square foot.
 - **Medium** - Designed and constructed to carry a working load of 50 pounds per square foot.
 - **Heavy** - Designed and constructed to carry a working load of 75 psf.
- Nails, bolts, or other fasteners used in the construction of ladders, scaffolds, and towers will be of adequate size and in sufficient numbers at each connection to develop the designed strength and will be driven full length.
- All exposed surfaces will be free from sharp edges, burrs or other hazards.
- **The maximum work level height will not exceed four (4) times the minimum base dimensions of any mobile scaffold.** Where the basic mobile unit does not

meet this requirement, suitable outrigger frames will be employed to achieve this least base dimension, or provisions will be made to guy or brace the unit against tipping.

- The minimum platform width for any work level will not be less than 20 inches for mobile scaffolds (towers). Ladder stands will have a minimum step width of 16 inches.
- The supporting structure for the work level will be rigidly braced, using adequate cross bracing or diagonal bracing with rigid platforms at each work level.
- The work level platform of scaffolds (towers) will be of wood, aluminum, or plywood planking, steel or expanded metal, for the full width of the scaffold, except for necessary openings. Work platforms will be secured in place. All planking will be 2-inch (nominal) scaffold grade minimum 1,500 f. (stress grade) construction grade lumber or equivalent.
- All scaffold work levels 10 feet or higher above the ground or floor will have a standard (4-inch nominal) toeboard.
- All work levels 10 feet or higher above the ground or floor will have a guardrail of 2- by 4-inch nominal or the equivalent installed no less than 36 inches or more than 42 inches high, with a mid-rail, when required, of 1- by 4-inch nominal lumber or equivalent.
- Wheels or casters will be inspected to ensure that they are provided with strength and dimensions **to support four times the design working load.**
- All scaffold casters will be inspected to ensure that they are provided with a positive wheel and/or swivel lock to prevent movement.
- Where leveling of the elevated work platform is required, screw jacks or other suitable means for adjusting the height will be used.
- Employees are not permitted to ride rolling scaffolds during relocation.
- Adjusting screws may not be extended more than 12 inches.
- Before moving the platform secure all equipment and material.
- Be aware of overhead obstructions and power lines when moving scaffolds.
- Never run over electrical cords.
- Never pull scaffolds from the top, always push at base level.
- Work only from the platform area never extend work beyond guardrailing.

Erecting of Scaffolding:

Only competent, trained and authorized employees of this company will supervise the erection of scaffolding. A Competent person is one who has the authority and ability to take immediate corrective action to prevent injuries. Pertinent OSHA regulations and information and guidance provided by the manufacturer of the particular type of scaffolding will be used.

- Manufacturers erection instructions will be followed.

- Advance planning will be followed during the erection process.
- Only competent, trained and authorized employees will supervise the erection of scaffolding.
- Each component will be visually inspected before use.
- Defective or unserviceable materials will not be used.

- Only approved lumber will be used.
- Consult with the project manager where any instructions are unclear.

Pre-Inspection of Erected Scaffolding:

The three main areas of inspection are for **rust, straightness of members, and welds**. Only trained employees of this company will conduct the pre-inspection. The following as a minimum apply:

- Heavily rusted scaffolding equipment is a possible sign of abuse or neglect. Severely rusted components should be thoroughly inspected and cleaned before approved for use.
- Mishandling, trucking and storing may cause damage to scaffolding equipment. All members or parts of all steel scaffolding components should be straight and free from bends, kinks or dents.
- Scaffolding equipment should be checked before use for damaged welds and any piece of equipment showing damaged welds or rewelding beyond the original factory weld should not be used. The factory weld reference pertains to location and quality of rewelds.
- Check serviceability of locking devices.
- Check alignment of coupling pins and braces.
- Check serviceability of caster brakes (rolling scaffolds).

Final Inspection of Erected Scaffolding:

Only trained and authorized employees of this company will conduct the final inspection of erected scaffolding. The following as a minimum apply:

- Check for proper support under every leg of every frame.
- Check for wash out (if outside) due to rain.
- Check to ensure all base plates or adjustment screws are in firm contact with supports.
- Check frames for plumbness and squareness in both directions.
- Check serviceability and correctness of all cross braces.
- Check to ensure that all planking and accessories are properly installed.
- Check to ensure that all guard rails are in place.

- Recheck periodically to ensure conditions remain safe.

Dismantling of Scaffolding:

Only trained and authorized employees of this company will supervise the dismantling of scaffolding. The following apply:

- Manufacturers dismantling instructions will be followed.
- Relocation planning considerations will be considered during the dismantling process.
- Dismantling will be supervised by a Competent person.
- Each component will be visually inspected after use.
- Defective or unserviceable materials will not stored with serviceable materials.
- Avoid dropping or throwing the components as this could result in damage to the equipment.
- Consult with the project manager where any instructions are unclear.

Training:

A training program will be provided for all employees who will be using scaffolding in the course of their duties. The training will be conducted by Competent person. The program will include but will not be limited to:

- Description of fall hazards in the work area or job site.
- Procedures for using fall prevention and protection systems.
- Scaffolding access and egress procedures.
- Scaffolding equipment limitations.
- Inspection and storage procedures for the equipment.

Training will be conducted prior to job assignment. We will provide training to ensure that the purpose, function, and proper use of scaffolding is understood by employees and that the knowledge and skills required for the safe application, and usage is acquired by employees. This standard practice instruction will be provided to, and read by all employees receiving training. The training will include, as a minimum the following:

- Types of scaffolding used by this company.
- Recognition of applicable fall hazards associated with the work to be completed and the locations of such.
- Load determination and balancing requirements.
- Safety precautions in the use of scaffolds.

- All other employees whose work operations are or may be in an area where scaffolding may be utilized, will be instructed to an awareness level concerning the associated hazards.
- Equipment maintenance and inspection requirements.
- Equipment strengths and limitations.

We will certify that employee training has been accomplished and is being kept up to date. The certification will contain each employee's name and dates of training. Training will be accomplished by a Competent person.

Refresher training will be conducted on an as needed basis or when the following conditions are met, whichever event occurs sooner.

- Whenever (and prior to) a change in their job assignments, a change in the type of scaffolding equipment used, or when a known hazard is added to the work environment which affects this program.
- Additional retraining will also be conducted whenever a periodic inspection reveals, or whenever there is reason to believe, that there are deviations from or inadequacies in the employee's knowledge or use of scaffolding equipment or procedures.
- Whenever a scaffolding safety procedure fails.
- The retraining will reestablish employee proficiency and introduce new or revised methods and procedures, as necessary.

We will certify that employee training has been accomplished and is being kept up to date. The certification will contain each employee's name and dates of training. Training will be accomplished by a Competent person.

Scaffolding Safety Review:

- Scaffold will be designed by a Qualified Person.
- Scaffold will be erected under the supervision of a Competent Person.
- Scaffolds are capable of supporting four times the maximum load.
- Scaffolds are never to be loaded in excess of the working load for which they are designed.
- Any damaged or weakened scaffold is taken out of service immediately.
- Unstable objects, such as boxes or bricks, are never used to support the scaffold or planks. Use solid base plates and mud sills as footings.
- Access the scaffold by an access ladder or other safe means.
- Scaffold planks extend over the end supports between 6 to 18 inches.
- Poles, legs and uprights are securely braced.

- Materials being hoisted onto the scaffold have a tag line.
- Overhead protection is provided when there are overhead hazards.
- Work is suspended during high winds or slippery conditions.
- Wire or fiber rope used for scaffold suspension is capable of supporting at least six times the intended load.
- Scaffolds are tied to permanent structures to prevent fall over.
- Guardrails are used to prevent falls.
- Adequate clearance is kept from power lines.
- Rolling Scaffolding will have locked caster wheels when in use.
- A Visual Inspection of the Scaffold will be made prior to each shift.
- Scaffold will be tagged “Approved—Ready for Use”.
- Toe boards will be used to prevent tools and materials from falling over.