

# SAFE WORK PRACTICES

## 3.6 SAFE USE OF SCAFFOLDING

### Safe Work Practices:

1. Ensure proper usage by workers using the equipment, before erecting, dismantling or using scaffolding.
2. Ensure equipment is maintained on a regular basis to ensure good working condition and no damaged pieces or defective parts are evident.
3. Ensure job site is free of all hazards such as unstamped earth fills, ditches, debris, high-tension wires, unguarded openings and other hazardous conditions created by other trades.
4. Never use equipment for purposes in or ways for which it was not intended.
5. Erected scaffolding must be continually inspected to ensure it is in good condition and if a problem is apparent, this must be reported to the site supervisor immediately.
6. Do not use ladders or makeshift devices on top of scaffolding to increase height.
7. Climb in access areas only and use both hands.
8. Ensure scaffold is erected right side up to avoid injury. Ask a Supervisor if in doubt.
8. Always ensure proper tags are used. Ensure they are tagged red at the end of each day to prevent usage. They must be signed as inspected for first use and at least every 21 days thereafter.

*RED – Do Not Use*

*YELLOW – DVS trained personnel only*

*GREEN – General use by anyone*

### Procedures:

1. Scaffolding base must be on an adequate sill or pad to prevent slipping or sinking and fixed to the building where required.
2. Use adjusting screws or other approved methods instead of using blocks to level this equipment.
3. If scaffolding has wheels or casters, ensure they are locked in place before mounting.
4. Never move scaffolding when a person is on it.
5. Do not lean over the side of scaffolding, as it may tip if not properly secured.
6. Tie continuous running scaffolding at least every 20 ft. of length when scaffold height exceeds the maximum allowable freestanding dimension.
7. When freestanding scaffold towers exceed 3 times their minimum base dimension vertically, they must be restrained from tipping.
8. Ensure adequate guardrails and mid-rails are in place at each working platform level where open sides and ends exist, and toe boards where required by code.
9. Scaffold planks are to be 500 mm in width.
10. Cleating is installed.
11. Overhang on scaffold support to be 6".
12. Secure planking from slipping.