

## SAFE WORK PRACTICE – SCAFFOLD USE

### PURPOSE

To provide a sense of the hazards involved in the use of scaffolding and to facilitate the use of scaffolding in a manner that minimizes risk of worker injury or damage to equipment and the environment.

### PREREQUISITES

- Only authorized personnel - adequately qualified, trained and with sufficient experience - shall be permitted to work on scaffolding.
- Scaffolding is to be installed, used, maintained and dismantled in compliance with manufacturer guidelines and meet CSA standards.
- May require fall protection training.

POTENTIAL HAZARD	PRECAUTION
Falling from scaffold	<ul style="list-style-type: none"> <li>• Fall protection must be used at an unprotected elevation of 2m (6') or more. If the scaffold platform is 3m (10') or more above the level a worker may fall, it must be equipped with a guardrail.</li> <li>• Do not work on a scaffold if you feel weak, sick, or dizzy.</li> </ul>
Struck by falling debris	<ul style="list-style-type: none"> <li>• Wear a hard hat whether you work on or under a scaffold.</li> <li>• Never throw materials up or down levels.</li> <li>• Supplies and materials should be stacked to a height as low as practical. When tools or materials are stacked on a scaffold platform higher than the toe boards, install screens or mesh on all open sides of the scaffold to protect employees working below.</li> <li>• Use barricades, signs and/or a flag person to warn nearby personnel of potential falling objects when supplies and/or materials are being loaded onto or taken off a scaffold.</li> <li>• Use approved containers or bolt bags to store bolts, nuts, washers and other small objects while working on temporary work platforms.</li> </ul>
Electrocution by high-voltage electrical lines, high amperage circuits, static (incl. lightning), or improperly grounded electrical tools and equipment	<ul style="list-style-type: none"> <li>• Check with your supervisor before using scaffolds near high voltage lines. Make sure the lines are deenergized, insulated or otherwise rendered safe.</li> <li>• Have the system de-energized through proper lockout and tagout procedures.</li> <li>• Have only qualified electricians work on electrical equipment.</li> <li>• Maintain a safe distance from energized parts.</li> <li>• When handling material near electrical lines, a designated flag person should be utilized to ensure the required safety distance is maintained.</li> </ul>

### BEFORE USE:

- Read and understand the scaffold tag, know any limitations or warnings associated with the scaffold. Do not use if scaffold is not tagged.

- Do a visual inspection for the obvious requirements such as ladder access, full planking, guardrails, plumbness, rigidity, a sound, stable base on level surface, and fully decked whenever possible.
- Be sure to wear sturdy shoes with nonslip soles.

**DIRECTIVES:**

- Scaffolds platform should consist of top rails, midrails, toe boards, ladders and decking.
- Protect all planked or working levels with proper guardrails, mid rails and toe boards along all open sides and at the ends of scaffold platforms.
- Watch out for co-workers on the scaffold as well as people below.
- Always use common sense when working on any scaffold, and move around slowly and carefully.
- Know the rating and weight restrictions of the scaffold and the capacity required for your scope of work.
- Never stand on handrails or midrails to increase height.
- Do not attempt to extend working heights by planking guardrails or using boxes or ladders on scaffold platform.
- Do not bridge between towers with planks or stages unless the scaffold assembly has been designed for this use by a qualified person.
- Taglines shall be used to guide the movement of all loads onto, off and or near scaffolding.
- Always have both hands free to climb scaffold ladder.
- Use a rope to hoist up tools, material and equipment.
- One person on ladder at a time and secure all loose objects.
- Ask a supervisor if you're not sure if a scaffold or working conditions are safe.
- Ensure rolling towers wheels are locked when working on them, and don't ride on rolling towers while they are being moved
- Supplies or materials packaged in bags, bundles or containers should be stacked, blocked and/ or interlocked to prevent sliding, falling or collapsing.
- Be alert to wind forces when handling large lightweight materials. Do not use scaffolds during storms or high wind.
- Do not work on ice or snow-covered platforms.
- Do not allow tools, material, or debris to accumulate on the platform.
- Scaffold alterations may only be performed by a trained crew under the supervision of a competent person.
- Do not use heat producing activities such as welding or insulation removal without taking precautions to protect the scaffold members.