

WKU

SCAFFOLDING GUIDELINES

Scaffolding is one of the tools that may be used to gain access to work that can't be reached from floor level. Scaffolding allows the worker to have a working platform with maneuverability and a small storage area for equipment. However, there are risks associated with working from and on scaffolding. It is important to recognize these risks and know hazards and guard against them.

Use

It is important to select and use correctly the proper scaffold for the task. Choose the proper type of scaffold based upon the type of work to be conducted and the working load to be supported.

Light duty scaffolds are intended for workers and tools only. The design load should be that it will support a working load of 25 pounds per square foot.

Medium duty scaffolds are intended for workers, tools, and construction materials. The design load should be that it will support a working load of 50 pounds per square foot.

Heavy duty scaffolds are intended for workers, tools, stored materials, and construction materials. The design load of the scaffold should be that it will support a working load of 75 pounds per square foot.

All scaffolds must be capable of supporting at least four times the design load.

General Rules to follow include, but are not limited to:

Never work alone when conducting an operation on a scaffold.

Never move a scaffold while personnel are on it.

Follow all manufacturer's guidelines and special warnings if the scaffold is commercially made.

The maximum work level height shall not exceed 4 times the least base dimension of the scaffold. Example: A four foot by six foot scaffold cannot exceed sixteen feet in height at the work platform level.

The minimum working platform width is two feet.

On scaffolds where platforms are overlapped to create a long platform, the overlap shall occur only over supports and shall not be less than 12 inches unless the platforms are nailed together or restrained to prevent movement.

Supported poles, legs, posts, frames etc. shall be placed on base plates and mud sills or other adequate firm foundation.

Do not climb the cross braces for access to the scaffold. Do not jump from, to, or between scaffolding. Do not slide down cables, ropes or guys used for bracing. Never sit or climb on guardrails.

The supporting structure for the scaffold must be rigidly braced, using adequate cross bracing or diagonal bracing with rigid platforms at each work level.

Unstable objects (such as barrels, boxes, loose brick or concrete blocks) shall not be used as working platforms or to support scaffolds or platform units.

Working platforms should have a non-slip surface.

Scaffolds should be used only on an even surface.

The platform surface should be kept clear of extraneous tools and materials.

The work level platform shall be wood, aluminum, plywood planking, steel or expanded metal for the full width of the scaffold, except for necessary openings.

All work platforms shall be secured in position.

All work platform planking shall be in compliance with OSHA 1926.451

All scaffolds where work is conducted in excess of 10 feet in height shall have four inch toe boards.

All scaffolds where work is conducted in excess of 10 feet in height shall have guardrails.

Follow all manufacturer guidelines in the assembly of the scaffold. Do not use or assemble the scaffold if unsure of the correct assembly procedure.

Fall protection is required for all scaffold use 10 feet above a lower level. Fall protection includes engineering controls, work practices, and personal fall arrest systems.

Do not walk or work beneath a scaffold unless a wire mesh has been installed between the midrail and the toe board or planking.

Hard hats must be worn within an area beneath elevated work where objects could fall from a height and strike a worker.

Inspection

Prior to the use of any scaffold, an inspection must be conducted, and then daily during the usage of the scaffold. Carefully examine the scaffold for broken or missing cross bracing, broken supporting structure, working platform and other damaged parts. In addition, all walking and working surfaces must be free of grease, oil, paint, or other slippery substances. The scaffold should be equipped with positive wheel lock casters that are secured in place. The joint between working platform and supporting structure must be tight, and all hardware and fittings should be attached firmly. Moveable parts should operate freely without binding or undue play. All wood parts must be free of sharp edges and splinters. Visually inspect the scaffold to be free of shakes, warpage, decay or other irregularities. Metal parts must be free of sharp edges, burrs and corrosion. Inspect for dents or bends in supporting structure, cross braces and working/walking surfaces. Check all working platform to support structure connections, hardware connections and rivets. If a scaffold tips over, inspect the scaffold for damage before continuing work.

Damaged scaffold must be withdrawn from service and either repaired or destroyed. When a defect or unsafe condition is found, personnel should tag or mark the scaffold so that it will not be used until corrective action is taken. Only qualified individuals should do scaffold repairs.

Maintenance

A qualified person should do all scaffold repairs. Do not make improvised repairs. Never try to straighten a bent or bowed brace or supporting structure. Remove it from service immediately. Replace any damaged working platform. If exposed to grease, oils, or other slippery substances, the working platform must be cleaned of the substance with solvents or steam. If the slippery substance is not completely removed, the working platform must be removed from service.

Storage

Scaffold should be stored where they can be inspected easily and can be reached without causing accidents. The storage area should be well ventilated and away from sources of heat and moisture. Scaffolds should be disassembled prior to storage.

Training

Personnel will be trained in the proper selection, use, maintenance, assembly, and inspection of scaffolds. Supervisors or the competent person should conduct this training. Fall protection, if applicable, will be conducted by EH&S or authorized training resource.