

SAFETY MEETING TOPIC

This form shall be completed and kept on file

Job Name _____ Location _____ Job No. _____
Meeting Leader _____ Title _____
Date Held _____ Place _____ Time _____
Subject of Meeting _____ **SCAFFOLD CONSTRUCTION** _____

Scaffolding construction requirements are identified below. Be aware of these requirements and use that knowledge when checking scaffolds for unsafe conditions. Always refer to the manufacturer's instructions when erecting any scaffold system. If instructions are not available, consult a qualified person for information.

Scaffolds must be capable of supporting their own weight and 4 times the maximum intended load. Scaffold platforms on working levels must be fully planked or decked between the front uprights and the guardrail supports. Platforms must be at least 18" wide. If it is not feasible to use an 18" platform because of space constraints, a narrower platform may be used. Planks need only be 12" wide on ladder jack, top plate bracket, roof bracket and pump jack scaffolds. Ten foot decks or planks must extend 6" to 12" over the supports unless they are cleated or restrained by hooks. Planks over 10' may extend up to 18". Planks may be overlapped to horizontally extend a scaffold system. When doing so, they must overlap at least 12" with the overlap on top of a support. Wooden planks should never be painted as this can hide defects. The sides of scaffold planks may be stamped, and the tops and bottoms can be covered with weather proofing or slip resistant coatings as long as they do not obscure the surface.

SUPPORTED SCAFFOLDS

Supported scaffold poles, legs, posts, frames and uprights should be plumb. They should be erected on base plates, mud sills or other firm footings. The footings should be level, sound, rigid, and capable of supporting the structure without settling. Never use unstable objects to support scaffolds or as platforms. Any supported scaffold with a base to height ratio of more than 4 to 1 must be restrained from tipping. Guy wires, ties, braces and outriggers may be used for this purpose.

ACCESS

If a work platform is more than 2' above or below a point of access, ladders, stairs or other similar devices must be provided. While some scaffolds are designed with built in access ladders, others may use attachable ladders. Attachable or hook-on ladders should not be installed so that they might tip the scaffold. The bottom rung of an access ladder (or step of a stairway type ladder) cannot be more than 24" above the supporting level.