7.20.01 Scaffolding - Erection and Dismantle

******This Task may only be performed by a competent, trained person******

Location: PCL University of Winnipeg Site Description: Centennial Hall
Written by: Jeff Ross Approved by: Darrell Brown
Date: Feb 9th, 2010 Date of Last Revision: N/A

Hazards Present	**Personal Protective Equipment**	**Additional Training**
Pinch Points	Gloves	Fall Protection
Fall/Slip –working at heights	Steel Toe Boots (CSA)	WHMIS training
Noise Levels	Ear Protection	PPE Training
Co-Workers/Pedestrians	Hard hat	First Aid Training
Heavy Lifting	Harness and Lanyard	CSA Standards Code of Practice
Space Restrictions	High Visibility Vest	
Electric Hazards	Safety Glasses	

Safe Job Procedure (list step by step instructions on how to perform this task)

General Precautions

Always follow manufacturer assembly instruction when erecting scaffold. Only competent workers are to erect scaffolding. Competent Scaffolder is to follow building design of engineered print.
Use only components designed for use with specific type of scaffolding. Appropriate warning tags must be fitted to unattended incomplete scaffolds to prevent unauthorized access. Check the stability of the completed scaffold before allowing any person to climb on to or work from the scaffold.

Barriers and Caution Tape

Ensure working area is marked clearly with high visibility caution tape. Use proper signage when needed, such as Men Working Above, etc. Use plywood platform above high traffic areas to create protective barrier from falling material.

Erection – Fixed

Ensure that footing are firm (compacted), well drained, and stable.
Mudsills and base plates must be used under feet on soft surface. Use adjustable screw jacks to ensure that all standards are vertical and that all feet are in firm contact with the surface on which it is erected.
Use bracing to ensure stability of scaffold.

Base – a scaffold should never be constructed upon unprepared foundations. Where applicable use adequate wood sills and base plates, ensuring that base plate is centered and spiked to wood sill.
Plumb and level all horizontal and vertical tubular members or standards as erection proceeds.
Standards – The spacing of standards is dependant upon the loading required, irrespective whether steel or aluminum is being used. Check loading requirements with design, and where necessary seek approved engineers drawings.
Ledgers – Ledgers should be connected to the standards with a right angle clamp and should be horizontal. Joints in ledgers should be made with End to End clamps, and should occur as close to the standard as possible. The vertical spacing on the ledgers should not exceed 6` 6`` (1.98m).
Transoms – Transoms should be connected across the ledgers, as close as possible to the standards, and should not exceed more than 12` (1.09m) beyond the ledger. They should be connected with a right angle clamp, or equivalent.

Height Rule – Where height exceeds three times the smallest base dimension Tube and Clamp scaffolds should be tied off at 4.57m (15`) intervals vertically and 6m (20`) horizontally. Where possible push pull ties should be used, ensuring that the tie tube is connected to both standards (or both ledgers near the standard) with right angle clamps. If it is not possible to install push pull ties seek advice from supervisor or supplier

Access

Access ladder(s) must be fitted to the scaffold assembly for access to the working platform. Ladders, ladder cages and rest platforms should be installed on all scaffolds where they are required and should conform to Manitoba Regulation 217 Section 28.

Working Platform

Working platform should be a ``captive`` type which locks onto the frame. Working platform surface should be a non-slip finish. Never place a loading greater than the marked SWL on a working platform. Each working platform and access platform must have a full edge protection comprising of handrail, midrail, and toeboard or a handrail and infill panel.

Planking – (a) use a minimum of 50mm(2``) x 250mm (10``) approved lumber that is properly inspected.
(b) Wood planking shall overlap or extend no less than 150mm and no more than 300mm and be cleated at each end beyond centre of support when extending.
(c) fabricated scaffold planks and platforms unless cleated or restrained by hooks, shall extend on their end supports not less than 150mm (6``) and not more than 300mm (12``).
(d) steel or aluminum planking should be used in accordance with manufacturer instructions.

Working on Scaffolds

Always face ladder, climb slowly, and keep both hands on stiles. Use rope to raise tools, material and equipment to working platform. Do not reach out from scaffold beyond arms length. Keep whole of body within confines of guardrail. Do not use ladders of any type from a working platform of a scaffold. Hoisting equipment must not be attached to scaffold unless explicitly indicated that it is safe to do so by manufacturer or supplier. Provide exclusion area around scaffold to prevent injury from falling objects. Exercise extreme care when handling gear in the vicinity of electric wiring.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage emergency stop and follow emergency response procedures.
REPORT ANY HAZAROUS SITUATION TO YOUR SUPERVISOR

Guidance Documents/Applicable Legislation

Guidance Documents:
CSA Code of Practice for Access Scaffolds - z797
WSH Regulations
- 2.1 Safe Job Procedures
- 6.1 PPE Required
- 12.3 Hearing Protection
- 14 Fall Protection
- 28 Scaffolds and elevated work platforms

This Safe Job Procedure will be reviewed any time the task, equipment, or materials change and at minimum every 3 years.

Supervisor: _____
Date: _____