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LAST REVISION: Sept 9 <sup>th</sup> , 2019	REVIEWED BY: L. Kirk Berglund, Safety Director	FORM REF No: SP-SCAF
SUBJ: <b>Scaffolds</b>		

## 1. SCAFFOLDS

**Note: Personnel erecting and dismantling scaffolding must wear fall protection unless it is documented as to why wearing fall protection would cause a greater hazard. Also, during the periods of raising and lowering scaffold sections, the erector/disassembler must wear fall protection.**

1. Scaffolds shall be erected, moved, and dismantled under the supervision of a competent person.
2. All personnel who are to access and/or work on a scaffold, must be trained in the hazards associated with the location and type of scaffold, general inspection of and proper access. Employees found in violation of any scaffold rule shall be removed from the scaffolding and refresher training shall be provided and documented. Additionally and actual or near miss incident shall require that all personnel working on the scaffold receive documented refresher training
3. Scaffolds shall be inspected prior to use by a competent person designated by Meiners Electric, at shift changes and after alteration or changes weather conditions. Inspect to determine all handrails, toe boards, and decking are in place. All wheels are locked and locking pins are in place at each joint.

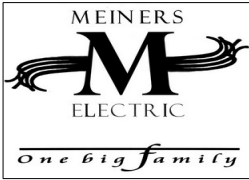
Upon completion of inspection by a competent person, a color coded tag will be affixed to the scaffolds lowest level identifying it's condition. Tags will be color coded to reflect the following:

- \* Green Tag: Scaffold has been inspected and is deemed safe, no deficiencies.
  - \* Yellow Tag: Scaffold has been inspected and is deemed safe but fall protection must be used when on the scaffolding.
  - \* Red Tag: Scaffold has failed inspection and cannot be used until deficiencies have been corrected and re-inspected by a competent person.
  - \* No Tag or Out-of-Date Tag: Shall be consider a Red Tag condition and the scaffold cannot be used until properly inspected by a competent person.
4. All scaffolds must be erected level and plumb, on a firm base.
  5. Do not alter any scaffold member by welding, burring, cutting, drilling or bending.
  6. Work platforms shall be made from either manufactured scaffold boards or from scaffold quality wooden planks.
  7. Do not stockpile materials on scaffolds. Remove all materials and tools at the end of each day. Keep platforms and areas around scaffolds cleared of debris, unneeded equipment, material and other hazards that might cause individuals to trip and/or fall.



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8. Do not work on scaffolds during storms or high winds, and clear platforms of all ice and snow before using.
9. Scaffolds and their components shall be capable of supporting at least 4 times the maximum intended load.
10. Working decks of scaffolding 10 feet or higher from the ground, shall be provided with guardrails, mid-rails, and toe boards. When this is not possible, personal fall protection shall be worn.
11. Planks shall extend over their end-supports to not less than 6 inches, no more than 12 inches. Tube and frame scaffolding must be tied to the structure at intervals not to exceed 30 feet horizontally and 26 feet vertically.
12. The height of mobile scaffolding shall not exceed 4 times the smallest base dimension. All casters shall have locking devices.
13. Do not ride on a rolling scaffolding when it is moved. Remove or secure all tools and material on the deck before moving.
14. Do not attach rigging from scaffolding handrails, midrails, or braces.
15. Scaffolding parts and sections made by one manufacturer are not to be interchanged with those of another manufacturer.



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