

# GLOBAL LINK CAFFOLDING

## SCAFFOLD SAFETY POLICY

### **Introduction**

Scaffolding has a variety of applications. It is used in construction, alteration, routine maintenance and renovation. Scaffolding offers a safer and more comfortable work arrangement compared to leaning over edges, stretching overhead and working from ladders. Suitable and sufficient scaffolding must be supplied for work at elevations that cannot be accomplished safely by other means. Properly erected and maintained, scaffolding provides workers safe access to work locations, level and stable working platforms, and temporary storage for tools and materials for performing immediate tasks. Accidents involving scaffolding mainly involve people falling, incorrect operating procedures, environmental conditions and falling materials caused by equipment failure. The causes of scaffolding accidents include failures at attachment points, parts failure, inadequate fall protection, improper construction or work rules, and changing environmental conditions (high winds, temperature extremes or the presence of toxic gases). Additionally, overloading of scaffolding is a frequent cause of major scaffold failure. Individuals exposed to scaffolding hazards include scaffold erectors and dismantlers, personnel working on scaffolds, and employees and the general public near scaffolding. Scaffold erectors and dismantlers are at particular risk, since they work on scaffolds before ladders, guardrails, platforms and planks are completely installed.

### **Scope**

This policy establishes health and safety requirements for the proper construction, inspection, maintenance, operation, and use of scaffolds used on Global Link Scaffolding job sites.

### **Purpose**

The scaffold policy shall establish performance objectives in compliance with the requirements of the Occupational Health and Safety Administration (OSHA) 10085 and SANS Safety Requirements for Scaffolding and the South-African National Standards Scaffolding Safety Requirements as it pertains to Global Link employees working with scaffolding. This policy shall provide the necessary information and training to protect the health and safety of our employees.

### **Application**

This policy shall apply to every Global Link employee that is responsible for constructing, maintaining, operating, or using scaffolds.

Outside Contractors shall have their own policy on scaffolding that cannot be less stringent than our company policy. If they do not have a policy, they shall comply with the provisions of this policy for the safety of our employees.

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## Basic OSH ACT requirements and definitions by law

### *Basic Definition of the OSH Act*

OSHA defines a scaffold as a temporary elevated structure that is used as a platform for supporting workers and equipment. This definition also includes any structure used for support and its anchoring points. OSHA further defines the various types of scaffolding based on how they are constructed and their functionality

### *OSHA Scaffolding Requirements*

OSHA safety regulations for scaffolding dictate standards for the inclusion of safety equipment and quality of construction. Some of the basic requirements for scaffolding include the requirement that scaffolding be provided for workers engaged in tasks that cannot be safely performed from the ground or solid construction. OSHA also dictates that anchorage used for scaffolding be soundly made and of rigid construction capable of holding its maximum capacity without shifting or settling. Scaffolds are also required to be capable of supporting a minimum of four times the maximum load they are intended to hold.

### *Scaffolding Maintenance and Use*

OSHA requires that scaffolding be maintained in a safe state of repair. Moving or altering scaffolding is prohibited when it is in use. Loading scaffolds with weights exceeding the specified maximum weight rating is also prohibited under OSHA regulations. These regulations further specify that scaffolding may not be used in the presence of high winds or storms and that any material hoisted onto a scaffold must have a tag-line.

### *Mobile Scaffolding Requirements*

In addition to fixed structures, OSHA includes mobile platforms in its definition of scaffolding. Unlike other types of scaffolding OSHA does not have minimum structural specification for materials used in mobile platforms. However, OSHA does state that mobile platforms must be constructed in such a way as to safely support specified weights and meet testing requirements. OSHA's requirements for mobile lifts also include a height restriction that limits mobile lifts to four times the dimensions of their bases. OSHA further requires that platforms used on mobile scaffolds be at least 50 centimetres wide.

## Definitions

**Bearer:** A horizontal member of the scaffolding that is used to support the platform unit and might be supported by runners.

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**Cross Braces:** These are two diagonal scaffold members joined at their centre to form an “X” and are used between frames and uprights, or both.

**Guardrail System:** A rail system erected along the open sides and ends of platforms. The rail system consists of a top and midrail and their supports.

**Midrail:** A rail placed halfway between the platform and the top rail of a guardrail system.

**Qualified Person:** A person who by recognized degree, certificate, or professional standing, or who by extensive knowledge, training, and experience has the ability to solve or resolve problems relating to the scaffolding or related work.

**Scaffold Access:** A separate, attachable, or built-in means of access to and from a scaffold work unit.

**Toeboard:** A barrier along the sides and ends of a platform unit to guard against the falling of materials, tools, or other loose objects.

**Toprail:** The uppermost horizontal rail of a guardrail system.

## General Requirements

- A competent person designated for the job shall inspect the scaffold daily.
- Scaffolds shall be furnished, erected, or used when persons are engaged in work that cannot be performed safely from the ground.
- Scaffolds shall be designed and erected to safely support the intended load.
- The footing for scaffolds shall be sound, rigid, and capable of carrying the maximum intended load. Barrels, boxes, brick, concrete block, and other unstable objects shall not be used to support scaffolds or planks. Screw jacks are the most common means of scaffold levelling on a sound, rigid surface. Not more than 30 centimetres of the screw jack shall extend below the bottom of the nut/top of caster. In addition, mudsills of 2x10 material at least 45 centimetres long must be provided when erecting scaffold on any surface other than concrete.

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- Anchorage, guying, tying off, or bracing of scaffolds shall be affixed to substantial and structurally sound structures, or the equivalent, using anchor bolts or equivalent.
- Guardrails (including toe boards and top rails) shall be installed on all open sides and ends of platforms more than 3 meters above the ground or floor or other platform.

*Exceptions to this include the following:*

- During erection or dismantling of the scaffolding
- If the walls of a room completely surround the scaffolding
- When outriggers are installed within 10 centimetres of the wall under construction
- Cross bracing can be used in place of a midrail when the crossing point of 2 braces is at least 50 centimetres but not more than 80 centimetres above the platform. It is acceptable as a toprail provided the crossing point of the 2 braces is between 100cm and 120cm above the working platform of the scaffold. The end points at each upright shall not be more than 120cm apart.

*Scaffold Access shall be provided (except during erecting or dismantling) by one of the following:*

- Scaffold frame with a maximum spacing between the climbing surfaces of the frame not to exceed 40cm and the length of the climbing surface shall not be less than 25cm
- Internal integrated stair unit
- Hook-on attachment ladders specifically designed for its intended purpose
- Direct access of adjacent structure or personnel hoist  
Ladders should be positioned so that the scaffold cannot be tipped. Persons climbing or descending scaffold ladders shall have both hands free for climbing. Cross braces shall not be used as a means of access or degrees.

Platforms are working surfaces and shall be fully planked or decked. The planks shall be laid with their edges close together so that the platform will be tight with no spaces through which tools or fragments of material can fall.

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- Spaces cannot be more than 1" wide except around uprights.
- Plank lapping - the plank shall lap its end supports at least 12" but not more than 45cm. Where the ends of the planks form a flush floor, the butt joint shall be at the Centreline of a pole and the butt ends shall rest on separate bearers.

When 2 or more scaffolds are used on a building or structure, they shall not be bridged to one another but shall be maintained at even height with platforms butting. Intermediate beams shall be provided where necessary to prevent dislodgment of planks due to deflection and the ends shall be nailed or cleared to prevent dislodgment.

- Platform movement - when moving platforms to the next level, the old platforms shall be left undisturbed until the new bearers have been set in place, ready to receive the platform planks.

If the platform cannot be fully planked or decked with standard units, the platform shall be planked as fully as possible. However, the remaining open space between the platform and guardrail shall not exceed 25cm

Set-up - the poles, legs, and uprights of the scaffold shall be plumb and be securely and rigidly braced to prevent swaying and displacement.

- Scaffold enclosures - when partially or fully enclosed, precautions should be taken to assure the adequacy of the number, placement, and strength of ties attaching the scaffolding to the building because of the possibility of increased load conditions resulting from effects of weather and wind.
- Electrical Hazards – scaffolds shall not be set up or used in the vicinity of power or other electrical lines or electrical conductors until such are insulated, de-energized (lock-out/tag-out) or otherwise rendered safe against electrical contact.
- Surface Hazards - all exposed surfaces shall be free of sharp edges, burrs, nails, or similar safety hazards.
- Vehicle Hazards - where moving vehicles are present, the scaffold area shall be marked with warning such as, but not limited to, flags, roped-off areas, barricades, fences, or a combination thereof.

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- Securing Scaffolds – When the height to base ratio exceeds 4:1, scaffolds shall be secured to a building or structure at intervals not exceeding 30’ horizontally and 26’ vertically.
- Falling Object Protection – All employees working on a scaffold must wear head protection. In addition, to protect employees below, the area must be barricaded. Due to the nature of our work, toe boards would not provide adequate falling object protection.
- Snow, ice, grease and oil on the scaffold must be removed and the planking sanded before the scaffold is to be used.
- Tools, materials, and debris shall not be allowed to accumulate so as to create a hazard on scaffold platforms.
- Fabricated frame scaffolds including components such as braces, brackets, trusses, screw legs, ladders, etc. shall be designed to support their own weight and at least 4 times the maximum intended load
- Frames or panels shall be properly braced by cross bracing for securing vertical members together laterally. The cross braces shall be of sufficient length as to square and align vertical members - all brace connections shall be made secure
- Panel or frame legs shall be set on adjustable bases and mud sills or other foundations adequate to support the maximum intended load and the scaffold must be plumb and level

<b>DATE:</b>	
<b>RESPONSIBLE PERSON:</b>	
<b>SIGNATURE:</b>	

THIS POLICY IS ENDORSED AND WILL BE IMPLEMENTED BY GLOBAL LINKS MEMBERS AND SENIOR MANAGEMENT.