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# **Scaffold Industry Association of Canada**

## **CODES OF SAFCE PRACTICE ONTARIO**

**2011**

[www.scaffoldaccess.ca](http://www.scaffoldaccess.ca)



## **CODE OF SAFE PRACTICE GENERAL -- ONTARIO -**

The following are some common sense rules designed to promote safety in the construction of scaffolding. These guidelines do not purport to be all-inclusive or replace other additional safety and precautionary measures. They are not intended to supersede the requirements of any provincial regulations, codes and ordinances. The user shall be responsible to comply with all recognized provisions.

Where possible, post the Code of Safe Practice in a conspicuous place and ensure that all persons who erect, dismantle or use scaffolding are aware of these. It is recommended that these instructions are the subject of tool box meetings.

### **GENERAL GUIDELINES**

- A) Do not erect, dismantle or adapt a scaffold unless under the direct supervision of a competent person.**
- B) In certain provinces a scaffold must be engineered when the height exceeds a stipulated dimension. Check your local codes for compliance and height restriction.**
- C) Never work under the influence of alcohol, illegal or medically required drugs.**
- D) Never climb cross braces or diagonal bracing. Always use proper means of access to reach working platform – if using a ladder, maintain 3-point contact at all times while climbing.**
- E) Prior to use, always inspect the scaffold to ensure that it has not been altered and is in safe working condition. Always report any unsafe condition to your supervisor.**
- F) Always exercise caution when entering or leaving a working platform.**
- G) Never overload a scaffold. Be aware of the designed working load or consult the supplier/manufacturer.**
- H) Never use a ladder or makeshift devices to increase the height of the scaffold.**
- I) Do not jump onto planks or platform at any time.**
- J) Never use scaffold material for purposes or in ways for which it was not intended.**

- K) Follow all Occupational Health & Safety and provincial codes and ordinances pertaining to scaffolding.**
- L) Always wear fall protection equipment, (safety harness, lanyard, scaffold choker) and ensure that workers are trained in the use of this equipment. If a full guardrail system is not in place, fall arrest/protection system must be used. Check local codes for specific requirements.**
- M) Never extend adjustable bases beyond the manufactured limits.**
- N) Never use substitute materials such as wire instead of proper locking devices in frames.**
- O) Never take chances – if in doubt as to your safety or the use of the scaffold consult your supervisor on contact the scaffold supplier.**
- P) Do not use wood planks that have been painted or have knots or cracks.**
- Q) If guardrails have to be temporarily removed for material hoisting, ensure that they are immediately replaced.**
- R) Never place or rest material on the guardrails.**
- S) Never undermine the base of a scaffold or the foundations near the base.**
- T) Scaffold erectors shall be physically capable of performing required tasks when erecting/dismantling scaffolding without risk to the health or safety of others.**
- U) It is dangerous to construct a scaffold close to power lines. Always consult the power company for specific guidelines and conform to all applicable codes.**

**AS FIELD CONDITIONS VARY FROM PROJECT TO PROJECT AND ARE BEYOND THE CONTROL OF THE SIAC, SAFE AND PROPER USE OF SCAFFOLDING IS THE RESPONSIBILITY OF THE USER.**



## **ROLLING SCAFFOLDS**

- A) It is dangerous to ride a rolling scaffold. Never ride a rolling scaffold.**
- B) Always consider the ground surface that the scaffold will be rolling on, and ensure that it is suitable.**
- C) Working platform height is restricted by the 3:1 height-to-base ratio; platform height cannot exceed three times the smallest base dimension.**
- D) Always remove material from the platform before moving the scaffold.**
- E) Casters with plain stems must be secured to the scaffold or adjustable bases by pins or other acceptable means.**
- F) Ensure that casters are the correct diameter and capable of withstanding the imposed load.**
- G) Casters must be the same size and from the same manufacturer.**
- H) Always lock the caster brake when the scaffold is stationary and in use.**
- I) Ensure that the caster wheels rotate freely and that the brake mechanisms are in working order.**
- J) No more than 300mm (12") of the adjustable base shall extend between the top of the caster and the bottom of the collar/handle of the adjustable base.**
- K) Plan (horizontal diagonal) bracing must be installed at the base of the rolling scaffold and every 4.57m (15'-0") vertically.**
- L) Do not use sidebrackets on rolling scaffolds without consideration for overturning.**
- M) All planks/decking must be secured and prevented from lateral movement and uplift.**
- N) When moving a rolling scaffold always have assistance to check for uneven surfaces and overhead obstructions.**

- O) The components of a rolling scaffold must be positively connected (locked) to prevent separation in both the vertical and horizontal positions.**

### **ADDITIONAL GUIDELINES FOR DISMANTLING**

- 1) Inspect the entire scaffold to ensure that it has not been structurally altered in any way that would deem it to be unsafe. If necessary, make alterations to make it safe and check that all scaffold ties are in place.**
- 2) Visually inspect all planks/decking prior to removal and ensure that they are not damaged and are safe to use.**
- 3) Do not remove any scaffold component without due consideration for the effect on the total scaffold when that component is removed.**
- 4) Never accumulate excess scaffold material on the level (lift) being dismantled as this can cause overloading of the scaffold.**
- 5) Never remove scaffold ties until the scaffold directly above has been dismantled to the tie level.**
- 6) If components are seized or jammed take extreme care when removing them, as the sudden release of a component may cause a worker to lose balance.**
- 7) Lower dismantled material in a controlled manner. Never throw material off the scaffold.**
- 8) Never leave loose material on the scaffold at the end of shift. Always clear the scaffold platform before leaving the site or ensure that they have been tied down to prevent movement.**
- 9) When material has been lowered, always stockpile it in an orderly and safe manner.**

**AS FIELD CONDITIONS VARY FROM PROJECT TO PROJECT AND ARE BEYOND THE CONTROL OF THE SIAC, SAFE AND PROPER USE OF SCAFFOLDING IS THE RESPONSIBILITY OF THE USER.**



## **CODE OF SAFE PRACTICE FRAME SCAFFOLD - ONTARIO --**

The following are some common sense rules designed to promote safety in the construction of scaffolding. These guidelines do not purport to be all-inclusive or replace other additional safety and precautionary measures. They are not intended to supersede the requirements of any provincial regulations, codes and ordinances. The user shall be responsible to comply with all recognized provisions.

Where possible, post the Code of Safe Practice in a conspicuous place and ensure that all persons who erect, dismantle or use scaffolding are aware of these. It is recommended that these instructions are the subject of tool box meetings.

### **TRAINING**

Workers must be properly trained or instructed before they use equipment. Only competent workers may construct scaffolds.

### **INSPECTION**

Inspect all equipment before using. Never use any equipment that is damaged or defective in any way.

### **SITE EVALUATION**

When possible, always survey the job site to identify any potential hazard condition. Complete jobsite hazard evaluation and amend your standard fall protection plan with site-specific requirements.

### **FOUNDATIONS**

Never construct a scaffold on unprepared foundations. Where necessary, provide adequate continuous wood sills and ensure that they are not less than 50mm x 250mm (2" x 10") and cover two frame legs in length. Footings, sills or supports must be capable of supporting at least 2 times the maximum load to which they are subjected without settlement. Any part of a building or structure that is used to support the scaffold shall be capable of supporting the maximum intended load to be applied, and must be verified by a professional engineer.

## **BASES**

Always use adjustable bases and ensure that these are centered and spiked to the wood sill.

## **COMPONENTS**

Never mix scaffold frames and accessories that have been manufactured by different companies, unless all parts fit perfectly together and have been designed to the same capacity, so that the integrity of the scaffold is never compromised.

## **FRAMES**

The spacing of frames is dependent upon the loading to be imposed on the scaffold. Always check loading requirements and, if necessary, seek approved engineered drawings. Ensure that each frame is located securely on the adjustable base and that it is level and plumb. Joints in frames must be made with internal coupling pins, which must be secured with locking pins or lock arms.

## **CROSS BRACES**

Frames are connected by cross braces that have predetermined lengths to coincide with the frame spacing. Each cross brace should be connected to the frame and must be secured to the frame by a positive connection.

## **BRACING – Plan**

Plan bracing (horizontal diagonal) is recommended and is often required. As a minimum, it should be installed at the base and on the same level as the scaffold ties.

## **SCAFFOLD TIES**

Where the scaffold height exceeds three times the smallest base dimension (3:1 ratio), scaffolds must be tied at least every 4.57m (15'-0") intervals vertically and 6.0m (20'-0") horizontally. Where possible, push/pull ties should be used, ensuring that the tie tube is connected to both frame legs with right angle clamps. If it is not possible to tie the scaffold to a structure, a professional engineer must provide special design considerations.

## **WORK PLATFORMS**

The work platform provides the worker with a safe environment from which to work. The work platform must consist of a fully planked/decked surface and shall have guardrails consisting of top rails, midrails and toeboards installed on all open sides. Toeboards shall be installed at the edge of all work platforms and should be a minimum 100mm (4") high.

## **GUARDRAILS, MIDRAILS**

Guardrails must be installed on all open sides of the scaffold where a person can fall a distance of 2.4m (8'-0") or more, and shall be not less than 0.92m (3'-0") nor more than 1.07m (3'-6") above the platform, and should be positively connected to the frames or guardrail posts. Midrails shall be installed equal distant between the guardrail and the platform.

## **PLANKS -WOOD**

Always use select structural wood plank, LVL (laminated veneer lumber) or equivalent



approved 50mm x 250mm (2"x10") lumber, of uniform thickness. Ensure that wood plank extends a minimum 150mm (6") and no more than 300mm (12") beyond the centre of supports and should be cleated at one end to prevent lateral movement. Wood planks should not span a length greater than 2.13m (7'-0") unless engineered otherwise.

### **PLANKS –STEEL**

Most steel planks have a supporting hook and wind lock to prevent uplift. Ensure that the steel plank has a nonskid surface and that the load capacity rated by the manufacturer is not exceeded. Always ensure that the wind lock is in the closed position

### **MANUFACTURED DECKING**

These are normally constructed from aluminum side frames with a plywood or metal decking and are secured to the scaffold by supporting hooks with wind locks that prevent uplift. The load capacity of these decks is rated by the manufacturer and should be clearly identified on the deck and must not be exceeded. Always ensure that the wind lock is in the closed position.

### **LADDERS**

Ladders are used to gain access to the working platforms. Ladders, ladder cages and rest platforms, when installed on scaffolds, must conform to all applicable codes, and must extend approximately 1m (3'-0") above the landing area and be secured. Always maintain 3-point contact at all times when climbing.

### **STAIRWAYS**

Manufactured modular stairways are used to gain access to working platforms and must be installed in accordance with the manufacturer's instructions.

### **SIDEBRACKETS**

Sidebrackets must be installed at right angles to the scaffold and should be installed in accordance with manufacturer's instructions. These are an extension of the working platform and must accommodate at least 2 planks and must not be used for storage of materials. Always check the maximum loading of sidebrackets.

### **CANTILEVERS**

Cantilever platforms, except fabricated sidebrackets, must be designed by a professional engineer and shall be installed in accordance with supplier's/manufacturer's instructions.

### **LOADING**

The load on any scaffold must never exceed the safe working load that it was designed for. Most scaffolds are required to support at least four times the intended load, however this varies in different jurisdictions and must be checked. When any unusual loading conditions apply, or when the load exceeds 3.6 KN/m (75psf) the scaffold must be designed by a professional engineer.

### **ENCLOSURES**

If the scaffold has tarpaulins or any enclosure system attached, this imposes additional wind

loading and the scaffold must be designed by a professional engineer.

### **POWER LINES**

It is dangerous to construct a scaffold close to power lines. Always consult the power company for specific guidelines and conform to all applicable codes.

### **FALL ARREST**

In certain jurisdictions, unless a safety net or travel restraint system is being used, workers shall wear fall arrest systems if the workers may fall a distance of more than 3 m (10'-0")

### **PUTLOGS**

Do not extend or cantilever putlogs beyond their last support to form a working platform without thorough consideration for loads to be applied. Check with engineering. Putlogs should extend at least 150 mm (6") beyond the point of support and should be braced when the span exceeds 3.7m (12'0") or in accordance with the manufacturer's instructions.

**NOTE:** You must refer to the General Guidelines for additional information relating to this product group.



## **CODE OF SAFE PRACTICE SYSTEM SCAFFOLDS -- ONTARIO -**

The following are some common sense rules designed to promote safety in the construction of scaffolding. These guidelines do not purport to be all-inclusive or replace other additional safety and precautionary measures. They are not intended to supersede the requirements of any provincial regulations, codes and ordinances. The user shall be responsible to comply with all recognized provisions.

Where possible, post the Code of Safe Practice in a conspicuous place and ensure that all persons who erect, dismantle or use scaffolding are aware of these. It is recommended that these instructions are the subject of tool box meetings.

### **TRAINING**

Workers must be properly trained or instructed before they use equipment. Only competent workers may construct scaffolds.

### **INSPECTION**

Inspect all equipment before using. Never use any equipment that is damaged or defective in any way.

### **SITE EVALUATION**

When possible, always survey the job site to identify any potential hazard condition. Complete jobsite hazard evaluation and amend your standard fall protection plan with site-specific requirements.

### **FOUNDATIONS**

Never construct a scaffold on unprepared foundations. Where necessary, provide adequate continuous wood sills and ensure that they are not less than 50mm x 250mm (2" x 10") and cover two frame legs in length. Footings, sills or supports must be capable of supporting at least 2 times the maximum load to which they are subjected without settlement. Any part of a building or structure that is used to support the scaffold shall be capable of supporting the maximum intended load to be applied, and must be verified by a professional engineer.

## **BASES**

Always use adjustable bases with system scaffolds and other components that the manufacturer recommends. Level the base by starting at the highest point of ground level and ensure accuracy, as you do not have to level the scaffold after the base has been completed.

## **STANDARDS**

Standards are manufactured in pre-determined lengths and the spacing of standards is dependent upon the loading to be imposed on the scaffold. Always check loading requirements and if necessary, seek approved engineered drawings.

## **LEDGERS**

Connect the ledgers to the standard at the desired lift height by positive connection. Ledgers are manufactured in pre-determined lengths and the bay size is normally determined by loading criteria. The vertical spacing or lift height between ledgers should not exceed 1.98m (6'-6"). Any ledger that is longer than 1.52m (5'-0") and is supporting a load should be a double ledger or equivalent.

## **BRACING – Internal (a)**

As bracing has a pre-determined length, select the correct size of bracing, and brace standards internally every 6m (20'-0") in length, and ensure that bracing extends to the full height of the scaffold.

## **BRACING – Sway (b)**

Sway or façade bracing should be installed on the outside face of the scaffold to full height, and can be either in one single bay or extended across multiple bays. If single-bay bracing is selected it must be in both end bays and at least every 15m (50'-0") longitudinally. In the multiple-bay configuration, the desired angle is 45° to the horizontal, close to the node point, and this should be continuous to full height, and in many cases will be designed by an engineer.

## **BRACING – Plan (c)**

Plan bracing (horizontal diagonal) is recommended and is often required. As a minimum, it should be installed at the base and on the same level as the scaffold ties.

## **SCAFFOLD TIES**

Where the scaffold height exceeds three times the smallest base dimension (3:1 ratio), scaffolds must be tied at least every 4.57m (15'-0") intervals vertically and 6.0m (20'-0") 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. Tie tubes should be installed on the same bay as the internal bracing. If it is not possible to tie the scaffold to a structure, a professional engineer must provide special design considerations.

## **WORK PLATFORMS**

The work platform provides the worker with a safe environment from which to work. The

work platform must consist of a fully planked/decked surface and shall have guardrails consisting of top rails, midrails and toeboards installed on all open sides. Toeboards shall be installed at the edge of all work platforms and should be a minimum 100mm (4") high.

### **GUARDRAILS, MIDRAILS**

Guardrails must be installed on all open sides of the scaffold where a person can fall a distance of 2.4m (8'-0") or more, and shall be not less than 0.92m (3'-0") nor more than 1.07m (3'-6") above the platform, and should be positively connected to the standards. Midrails shall be installed equal distant between the guardrail and the platform.

### **PLANKS -- WOOD**

Always use select structural wood plank, LVL (laminated veneer lumber) or equivalent approved 50mm x 250mm (2"x10") lumber, of uniform thickness. Ensure that wood plank extends a minimum 150mm (6") and no more than 300mm (12") beyond the centre of supports and should be cleated at one end to prevent lateral movement. Wood planks should not span a length greater than 2.13m (7'-0") unless engineered otherwise.

### **PLANKS – STEEL**

Most steel planks have a supporting hook and wind lock to prevent uplift. Ensure that the steel plank has a nonskid surface and that the load capacity rated by the manufacturer is not exceeded. Always ensure that the wind lock is in the closed position.

### **MANUFACTURED DECKING**

These are normally constructed from aluminum side frames with a plywood or metal decking and are secured to the scaffold by supporting hooks with wind locks that prevent uplift. The load capacity of these decks is rated by the manufacturer and should be clearly identified on the deck and must not be exceeded. Always ensure that the wind lock is in the closed position.

### **LADDERS**

Ladders are used to gain access to the working platforms. Ladders, ladder cages and rest platforms, when installed on scaffolds, must conform to all applicable codes, and must extend approximately 1m (3'-0") above the landing area and be secured. Always maintain 3-point contact at all times when climbing.

### **STAIRWAYS**

Manufactured modular stairways are used to gain access to working platforms and must be installed in accordance with the manufacturer's instructions.

### **SIDEBRACKETS**

Sidebrackets must be installed at right angles to the scaffold and should be installed in accordance with manufacturer's instructions. These are an extension of the work platform and must accommodate at least 2 planks and must not be used for storage of materials. Always check maximum loading of sidebrackets.

### **CANTILEVERS**

Cantilever platforms, except fabricated sidebrackets, must be designed by a professional engineer and shall be installed in accordance with supplier's/manufacturer's instructions.

### **LOADING**

The load on any scaffold must never exceed the safe working load that it was designed for. Most scaffolds are required to support at least four times the intended load, however this varies in different jurisdictions and must be checked. When any unusual loading conditions apply, or when the load exceeds 3.6 KN/m (75psf) the scaffold must be designed by a professional engineer.

### **ENCLOSURES**

If the scaffold has tarpaulins or any enclosure system attached, this imposes additional wind loading and the scaffold must be designed by a professional engineer.

### **POWER LINES**

It is dangerous to construct a scaffold close to power lines. Always consult the power company for specific guidelines and conform to all applicable codes.

### **FALL ARREST**

In certain jurisdictions, unless a safety net or travel restraint system is being used, workers shall wear fall arrest systems if the workers may fall a distance of more than 3 m (10'-0").

**NOTE:** You must refer to the General Guidelines for additional information relating to this product group.



## **CODE OF SAFE PRACTICE TUBE-AND-CLAMP SCAFFOLD -- ONTARIO -**

The following are some common sense rules designed to promote safety in the construction of scaffolding. These guidelines do not purport to be all-inclusive or replace other additional safety and precautionary measures. They are not intended to supersede the requirements of any provincial regulations, codes and ordinances. The user shall be responsible to comply with all recognized provisions.

Where possible, post the Code of Safe Practice in a conspicuous place and ensure that all persons who erect, dismantle or use scaffolding are aware of these. It is recommended that these instructions are the subject of tool box meetings.

### **TRAINING**

Workers must be properly trained or instructed before they use equipment. Only competent workers may construct scaffolds.

### **INSPECTION**

Inspect all equipment before using. Never use any equipment that is damaged or defective in any way.

### **SITE EVALUATION**

When possible, always survey the job site to identify any potential hazard condition. Complete jobsite hazard evaluation and amend your standard fall protection plan with site-specific requirements.

### **FOUNDATIONS**

Never construct a scaffold on unprepared foundations. Where necessary, provide adequate continuous wood sills and ensure that they are not less than 50mm x 250mm (2" x 10") and cover two frame legs in length. Footings, sills or supports must be capable of supporting at least 2 times the maximum load to which they are subjected without settlement. Any part of a building or structure that is used to support the scaffold shall be capable of supporting the maximum intended load to be applied, and must be verified by a professional engineer.

## **BASES**

Always use base plates and ensure that these are cantered and spiked to the wood sill.

## **STANDARDS**

The spacing of standards is dependent upon the loading to be imposed on the scaffold. Always check loading requirements and, if necessary, seek approved engineered drawings. Ensure that standards are located securely on base plates and are plumb. Joints in standards should be made with End -to- End or internal spigot clamps, and where possible, should be staggered so that they do not occur in the same level.

## **LEDGERS**

Connect the ledgers to the standards with right angle clamps and ensure that they are level. Joints in ledgers should be made with End-to-End clamps only, and should occur as close to the standard as possible, and should be staggered in alternate bays. The vertical spacing or lift height between ledgers should not exceed 1.98metres (6'-6").

## **TRANSOMS**

The transoms should be connected across the ledgers with right angle clamps, preferably at the standards, or within 300mm (12") of the standards and should not extend more than 225mm (9") beyond each ledger. Special design consideration should be given to any transom that is longer than 1.52m (5'-0") and is supporting a load.

## **BRACING – Internal (a)**

Install internal or standard-to-standard bracing every 6m (20'-0") in length, and ensure that they are connected to the standards as close as possible to the node point (where ledger meets standard) by swivel clamps. If bracing is connected to the ledger, right angle clamps must be used. Internal bracing must extend to the full height of the scaffold.

## **BRACING – Sway (b)**

Sway or façade bracing should be installed on the outside face of the scaffold to full height, and can be either in one single bay or extended across multiple bays. If single-bay bracing is selected it must be in both end bays and at least every 15m (50'-0") longitudinally. In the multiple-bay configuration, the desired angle is 45° to the horizontal, close to the node point, and this should be continuous to full height, and in many cases will be designed by an engineer.

## **BRACING – Plan (c)**

Plan bracing (horizontal diagonal) is recommended and is often required. As a minimum, it should be installed at the base and on the same level as the scaffold ties.

## **SCAFFOLD TIES**

Where the scaffold height exceeds three times the smallest base dimension (3:1 ratio), scaffolds must be tied at least every 4.57m (15'-0") intervals vertically and 6.0m (20'-0") 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. Tie tubes should be installed on the same bay as the internal bracing. If it is not possible to tie



the scaffold to a structure, a professional engineer must provide special design considerations.

### **WORK PLATFORMS**

The work platform provides the worker with a safe environment from which to work. The work platform must consist of a fully planked/decked surface and shall have guardrails consisting of top rails, midrails and toeboards installed on all open sides. Toeboards shall be installed at the edge of all work platforms and should be a minimum 100mm (4") high.

### **GUARDRAILS, MIDRAILS**

Guardrails must be installed on all open sides of the scaffold where a person can fall a distance of 2.4m (8'-0") or more, and shall be not less than 0.92m (3'-0") nor more than 1.07m (3'-6") above the platform, and should be positively connected to the standards. Midrails shall be installed equal distant between the guardrail and the platform.

### **PLANKS -- WOOD**

Always use select structural wood plank, LVL (laminated veneer lumber) or equivalent approved 50mm x 250mm (2"x10") lumber, of uniform thickness. Ensure that wood plank extends a minimum 150mm (6") and no more than 300mm (12") beyond the centre of supports and should be cleated at one end to prevent lateral movement. Wood planks should not span a length greater than 2.13m (7'-0") unless engineered otherwise.

### **PLANKS – STEEL**

Most steel planks have a supporting hook and wind lock to prevent uplift. Ensure that the steel plank has a nonskid surface and that the load capacity rated by the manufacturer is not exceeded. Always ensure that the wind lock is in the closed position.

### **MANUFACTURED DECKING**

These are normally constructed from aluminum side frames with a plywood or metal decking and are secured to the scaffold by supporting hooks with wind locks that prevent uplift. The load capacity of these decks is rated by the manufacturer and should be clearly identified on the deck and must not be exceeded. Always ensure that the wind lock is in the closed position.

### **LADDERS**

Ladders are used to gain access to the working platforms. Ladders, ladder cages and rest platforms, when installed on scaffolds, must conform to all applicable codes, and must extend approximately 1m (3'-0") above the landing area and be secured. Always maintain 3-point contact at all times when climbing.

### **STAIRWAYS**

Manufactured modular stairways are used to gain access to working platforms and must be installed in accordance with the manufacturer's instructions.

### **CANTILEVERS**

Cantilever platforms, except fabricated sidebrackets, must be designed by a professional engineer and shall be installed in accordance with supplier's/manufacture's instructions.

### **LOADING**

The load on any scaffold must never exceed the safe working load that it was designed for. Most scaffolds are required to support at least four times the intended load, however this varies in different jurisdictions and must be checked. When any unusual loading conditions apply, or when the load exceeds 3.6 KN/m (75psf) the scaffold must be designed by a professional engineer.

### **ENCLOSURES**

If the scaffold has tarpaulins or any enclosure system attached, this imposes additional wind loading and the scaffold must be designed by a professional engineer.

### **POWER LINES**

It is dangerous to construct a scaffold close to power lines. Always consult the power company for specific guidelines and conform to all applicable codes.

### **FALL ARREST**

In certain jurisdictions, unless a safety net or travel restraint system is being used, workers shall wear fall arrest systems if the workers may fall a distance of more than 3 m (10'-0").

**NOTE:** You must refer to the General Guidelines for additional information relating to this product group.



## **CODE OF SAFE PRACTICE SUSPENDED POWERED SCAFFOLD -- ONTARIO -**

The following are some common sense rules designed to promote safety in the construction of scaffolding. These guidelines do not purport to be all-inclusive or replace other additional safety and precautionary measures. They are not intended to supersede the requirements of any provincial regulations, codes and ordinances. The user shall be responsible to comply with all recognized provisions.

Where possible, post the Code of Safe Practice in a conspicuous place and ensure that all persons who erect, dismantle or use scaffolding are aware of these. It is recommended that these instructions are the subject of tool box meetings.

### **GENERAL GUIDELINES:**

- 1. If in doubt regarding safety or use of suspended scaffold, consult your scaffold supplier.**
- 2. Follow all equipment manufacturers' recommendations as well as all local, provincial and federal codes, ordinances and regulations, pertaining to suspended scaffolding.**
- 3. Survey the job site for hazards such as exposed electrical wires, obstructions that could overload or tip the suspended scaffold when it is raised or lowered, unguarded roof edges or openings inadequate or missing tieback anchorages, or the need for overhead protection where exposure to falling objects exist. These conditions must be corrected before installing or using suspended scaffold systems.**
- 4. Inspect all equipment before each use. Never use any equipment that is damaged or defective in any way. Tag damaged or defective equipment and remove it from the job site.**
- 5. Always use fall arrest equipment when using suspended scaffolds. See the Fall Arrest Equipment Guideline section for further reference.**
- 6. Erect, use and dismantle suspended powered scaffold equipment in accordance with**

design and/or manufacturers recommendations.

7. Do not erect, dismantle, or alter suspended scaffold systems unless under the supervision of a qualified person.
8. Do not abuse, misuse, or use suspended scaffold equipment for purposes or in way for which it was not intended.
9. Users must be trained on how to safely operate equipment and how to handle emergency situations, if in doubt, consult a qualified person.
10. Erected suspended scaffolds should be continuously inspected by the users to ensure that they are maintained in a safe condition. Report any unsafe condition to your supervisor.
11. Care must be taken when operating and storing equipment during windy conditions.
12. Powered platforms must never be operated near live power lines unless proper precautions are taken. Consult the power service company for advice.
13. Do not work on scaffolds if you feel dizzy, unsteady in any way or are impaired in any way by drugs or any other substance.

### **RIGGING GUIDELINES**

1. When rigging on exposed roofs or floors wear fall prevention equipment. When rigging from overhead supports, such as bridges, beams etc. wear fall arrest equipment.
2. Roof anchorages, parapet clamps, outrigger beams, or other supporting devices, including tiebacks and their anchorages, must be capable of supporting the rated load of the hoist with a safety factor of four (4).
3. Verify that the building or structure will support the suspended loads with a safety factor of at least four (4).
4. Overhead rigging, including counterweights, must be secured from unintentional movement in any direction.
5. Counterweights used with outrigger beams must be of a non-flowable material and fastened to the beam.
6. Outrigger beams that do not use counterweights must be installed and secured on the roof structure with devices specifically designed for that purpose.
7. Tie back all transportable rigging devices with wire rope and hardware that has

strength equal to the hoist rope.

8. **Install tiebacks at right angles to the face of the building and secure without slack to a structurally sound portion of the structure. In the event tiebacks cannot be installed at right angles, use two tiebacks at opposing angles to prevent movement.**
9. **Rig so that suspension points are directly above the hoisting machines.**
10. **The platform must be secured to prevent swaying. Do not tie it to window cleaning anchors.**

### **WIRE ROPE AND HARDWARE GUIDELINES**

1. **Use only wire rope and attachments as specified by the hoisting machine manufacturer. Do not use wire rope that is kinked, birdcaged, corroded, undersized, or damaged in any way.**
2. **Be sure that wire rope is long enough to reach to the lowest possible landing.**
3. **Clean, lubricate and handle wire rope in accordance with the wire rope or hoist manufacturer's instructions.**
4. **Coil and uncoil wire rope in accordance with the wire rope or hoist manufacturer's instructions in order to avoid kinks and damage.**
5. **Use thimbles at all wire rope suspension terminations.**
6. **Use J-type clamps or swaged fittings to fasten wire ropes. Do not use U-Clamps.**
7. **Tighten wire rope clamps in accordance with the clamp manufacturer.**
8. **Wire ropes used with traction hoists must have prepared ends in accordance with the manufacturer's recommendations.**
9. **Inspect wire rope during each ascent and decent. Do not expose wire rope to fire, undue heat, corrosive atmosphere, chemicals, or to passage of electrical currents or to damage by tools or handling.**

### **POWER SUPPLY GUIDELINES**

1. **Be sure your power supply conforms to hoist manufacturer's recommendations.**
2. **Ground all electrical power sources, power cord connections and protect with circuit breakers.**
3. **Use power cords or air hoses of proper size that are long enough for the job.**

4. **Power cord or air hose connections must be restrained to prevent their separation.**
5. **Tie off power cords or air hose to the suspended scaffold to prevent them from falling.**
6. **Protect power cords or air hoses at sharp edges.**
7. **Remember, air hoists require clean, lubricated air.**

#### **FALL ARREST EQUIPMENT GUIDELINES**

1. **Each person on a suspended powered scaffold must be attached to a fall arrest system at all times.**
2. **Each lifeline must be fastened to a separate anchorage.**
3. **When wrapping lifelines around structural members the lines must be protected and a suitable anchorage system must be used.**
4. **Protect lifelines at sharp corners to prevent chafing**
5. **Rig fall arrest systems to prevent free fall in excess of six feet.**
6. **Lifelines must be suspended freely without contact with structural members or building façade.**
7. **Use a lifeline size and construction that is compatible with fall arrester and complies with applicable safety codes.**
8. **Be sure fall arrester is installed on the lifeline in the proper direction above your head and in accordance with the manufactures' recommendations.**
9. **Use a body support device that is properly sized and fitted.**
10. **Be sure body support device has lanyard attached to the D-ring at the center of the back.**

#### **SOME ADDITONAL GUIDELINES**

1. **Use all equipment and all devices in accordance with the manufacturer's instructions.**
2. **Do not overload, modify, or substitute equipment.**
3. **Before commencing work operations pre-load wire rope and equipment with the**

maximum working load, then retighten rigging clamps to manufacturer's recommendations.

4. Be sure platform and cages have a proper guardrail system.
5. Secure stirrups no less than six (6) inches from the end of the platform.
6. All components must be securely fastened to prevent them from falling off the platform.
7. Use roller bumpers or buffers to prevent damage to the structure or equipment.
8. Use care to prevent damage to equipment by corrosive or other damaging substances.
9. Clean and service equipment regularly.
10. Always maintain at least four (4) wraps of wire rope on drum type hoists.
11. Traction hoists must have wire rope that is long enough to reach from the highest point of support to the lowest possible landing, plus reefing lengths.
12. Do not join platforms unless the installation was designed for that purpose.
13. Do not move suspended scaffolds horizontally when occupied
14. When re-rigging for another drop, be sure sufficient wire rope is available before moving the suspended scaffold system horizontally.
15. When welding form suspended scaffolds:
  - a. Be sure platform is grounded to structure
  - b. Insulate wire rope above and below the platform to protect from damage by the welding torch or electrode.
  - c. Insulate wire rope at suspension point and be sure wire rope does not contact structure along its entire length.

**NOTE:** You must refer to the General Guidelines for additional information relating to this product group.