

SAFETY FIRST

If you are collecting the equipment for someone else please make sure this sheet is given to the equipment user to read. This sheet should be given to the site supervisor if the equipment is being hired for commercial use so that the information is available to all users. Before starting any job, be sure to spend a few minutes planning and understanding the hazards and risks of the activity and determining how you will control them to prevent injury or damage.

Required Safety Equipment



Head Protection



Hand Protection



Foot Protection



Safety Harness



Operator Certification

Pre Checks and Safety

A scaffold is any temporary work platform to support workers and materials

- All scaffolding must be erected by competent people
- Scaffolding over five metres may only be erected, altered or dismantled by a person who holds an appropriate “Certificate Of Competency” issued under the scaffold regulations in that type/class of scaffold
- All scaffolding should have a written record of inspections. Inspect before first use, weekly (daily for suspended scaffolds), after any alteration or after any storm
- All scaffold towers are recommended to have “Scaffold Information Tags” placed at the access points
- Employers must have notified OSH if a fall of over five metres can occur from a scaffold
- Your life is at stake. Before you use any scaffold, always check the foundation, access, edge protection and that it has a scaffold information tag
- Beware of overhead power lines (minimum of four metres clearance) and call your local electricity supplier if you need power turned off
- Beware of high wind conditions
- Do not adjust the legs or move the scaffold structure with personnel or materials on the scaffold tower
- Always stay within the SWL (safe working load) at all times



Guidelines

Foundation

- Must be firm, rigid and not subject to setting
- If the scaffold is free standing the height to base ratio must not exceed 3:1
- Adjustable feet must have at least 150mm of the screw in the tube, but preferably half the maximum extension of the screw (which ever is greater)
- Base plates must always be used and nailed if on base boards (base boards must be at least 500mm long, 200mm wide and 38mm thick)

Access

- Must be permanent or temporary stairs
- Ladder (4:1 pitch and secured)
- Walkways must be 675mm wide but maintaining 450mm clearance for non-proprietary scaffolds
- Never climb the scaffold structure and maintain good house keeping at all times

Platforms

- Must be three planks wide or 675mm wide for non-proprietary scaffolds
- A working platform should be as close as practicable to the work face without inside guardrails
- Plank ends must be over hanging by 80mm – 220mm
- All planks must be secured against uplift and horizontal displacement

Guardrails

- Height must be 900mm – 1100mm
- Toe boards must be a minimum of 225mm above the work platform, or be at least 150mm above the material stored on the platform
- Must have mid-rails midway between the platform and the guardrail at all times