

## Safeway Scaffold Safety Rules

### Special Precautions

1. Do not permit anyone to use scaffolding unless familiar with these rules.
2. If in doubt about the scaffolds ability to handle a particular job, consult your supervisor.
3. Never use a scaffold that is damaged or improperly erected.

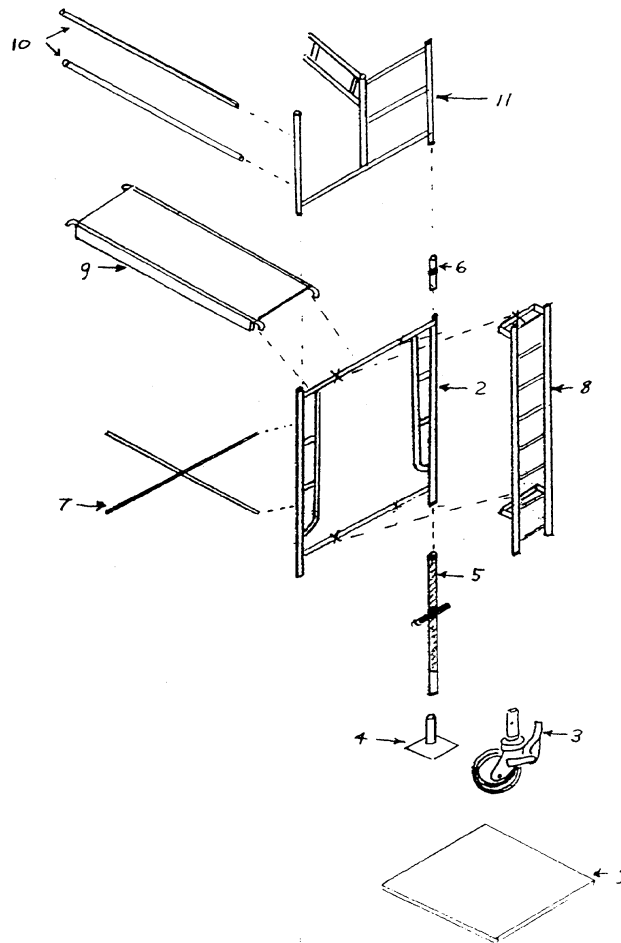
### General Safety Rules

1. Apply all caster brakes before climbing the scaffold.
2. Never move a scaffold when anyone (or any material) is on it.
3. Be sure the scaffold is level at all times. Never make leg adjustments when anyone is on the scaffold.
4. Don't try to "stretch" the platform height with the adjustable legs. When additional height is required, add more scaffold sections. Save the leg adjustment for leveling the scaffold.
5. Never lean a ladder against a scaffold. Never place a ladder on the platform of a scaffold. Never push or pull or lean against the wall or ceiling when standing or sitting on a scaffold unless it is securely tied-in to the building.
6. Always install a safety railing when a platform is to be used at heights of 4 feet or over.
7. When the height of a scaffold platform is going to exceed 20 feet, the base must be enlarged by using outriggers and the scaffold must be tied-in to the building, whenever feasible.
8. Do not climb on or stand on diagonal braces. Work only while standing on one of the platforms at heights of 4 ft. or over.

### Assembly Procedure

1. Access location for uneven or soft areas, clearance, proximity to power lines (minimum 10 feet).
2. If the ground is soft, use plywood pads (min. 24" sq) #1 on illustration under base plates #4. If indoors use appropriate precautions with flooring to avoid damage. Wheels #3 can be used for mobility. Be sure they are locked during construction and use of scaffold.
3. If footing is uneven use screw jacks #4 to compensate. Never make leg adjustments while someone is on the scaffold. Do not use the jacks to "stretch" the platform.
4. Set a frame end #2 in position with appropriate base and lock across brace #7 on the appropriate pins. Attach other frame end #2 and other cross brace on #7.
5. Attach ladder #8 securely to a frame end.
6. Set platforms or planks (min. 20" width) on first frame for assembly platform.

7. Level and square up the scaffold and check that all braces are locked on their pins.
8. Add pins to top of first section and repeat assembly.
9. Place safety rail ends #11 and bars #10 on the working platform.
10. Secure to building at 26 foot intervals minimum. If over 4 times as high as base width outriggers or equivalent must be used.
11. The area around the scaffold must be barricaded off or toe boards must be used.



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