

STANDARD PROCEDURE INSTRUCTION

Title		SPI
Scaffold Use and Inspection		34-56
Department Safety	Supersedes SPI Dated New	Effective Date January 17, 2019

Scaffold Use and Inspection

Purpose

To provide the Manitoba Operations a standard for the safe use for all types of Scaffolds.

Scope

This SPI applies to all Vale Manitoba Operations and Contractors.

Policy

The general requirements of this policy are to maintain compliance with the Workplace Safety & Health Act, Manitoba Regulation 217/2006 and shall make references to the related Manitoba Regulations regarding Access Scaffolds and Suspended work platforms.

A department or contractor that constructs, maintains, and operates Scaffolding equipment on any Vale Manitoba site shall ensure that the following provisions of this policy are followed and adhered to. Scaffolds or Suspended platforms shall be used when work cannot be done safely from the ground or from a safe elevation.

NOTE: This policy does not include aerial devices and self-elevating platforms

Use of Scaffolds General.

When selecting or using a commercially manufactured scaffold the department shall ensure that the following is strictly adhered to;

- That the scaffold that is to be used is appropriate for the task.
- Is installed, used, maintained and dismantled in accordance with the manufacturer's specifications.
- That all alterations made to the manufacturer's specifications are approved by the manufacturer or a professional engineer.
- That the manufacturer's specifications and any alterations for the scaffold are readily accessible at the workplace.
- That a competent person experienced in the installation of the scaffold be present and able to confirm that the scaffold has been installed as per the manufacturer's specifications or the engineer's specifications.

Use of Scaffolds General continued:

- That safe work procedures for each of the following have been developed.
 - The construction of scaffolding.
 - The use of scaffolding.
 - An emergency response and rescue plan that are appropriate for the risks associated with the failure of a scaffold.
 - The daily inspection of the scaffold before the scaffold is used.
 - The dismantling of the scaffold.
 - The training of workers in those safe work procedures who work on scaffolds;
 - That workers comply with safe work procedures.

When selecting the following scaffolds,

- An open access scaffold that is more than 10m in height.
- An enclosed or hoarded access scaffold more than 7.5m in height.

The department shall ensure;

- That the scaffold has been designed by a professional engineer;
- That specifications are developed for construction, installation, using, maintaining and dismantling by a professional engineer.
- That the specifications are used in the construction, installation, using, maintaining and dismantling.
- That a copy of the scaffold's design and all the specifications are available at the site where the scaffold is to be used.

Tools and Equipment

This policy covers the following types of Access Scaffolding.

- Lean-to-Scaffold.
- Ladder Jack Scaffold.
- Bracket Scaffold.
- Outrigger Scaffold.
- Pump Jack Scaffold.
- Standard Tubular Frame Scaffold.
- Walk through (Masonry) Frame Scaffold.
- Rolling (mobile) Scaffold.
- Fold-up Scaffold frames
- Adjustable Scaffold (Baker Scaffold)
- Tube-and-Clamp (coupler) Scaffolds.
- Single Pole Tube & Clamp Scaffolds.
- System Scaffolding (most commonly used by Vale employees)

In addition, the following suspended scaffolds are also covered by this policy.*

- Single Point Adjustable (Boatswain's chairs)
- Two-Point adjustable (Swing Stage)
- Hanging Scaffolds or Interior Hung.
- Suspended Man Baskets

*Special provisions apply. Please see Suspended scaffolding requirements in this policy.

Inspection of Access Scaffolding

All Scaffolding shall require a pre use evaluation to be performed by personnel who are trained on the type of scaffolding being used, In addition all scaffolding that is used for more than one day shall require a daily use inspection prior to the scaffold use.

All scaffolding will be inspected and certified for use utilizing the following tags which indicate the status of the scaffold, the date the scaffold was inspected and the inspectors signature.

Appropriate Tags (as outlined below) are to be used to identify the status of scaffolding.

Green Tag: Indicates the scaffold is safe to use without any restriction on it's use.



Product #TAG9x3-01(DS)

Yellow Tag: Indicates the scaffold is safe to use with restriction on its use. This could mean that fall protection is required as adequate guarding is not available.

Erecting of Scaffold

All scaffolding shall be installed, used, maintained, and dismantled in accordance with the manufacturer's specifications. But the employer may alter those specifications if the alteration is certified by a professional engineer.



Product #TAG9x3-02(DS)

Red Tag: Indicates the scaffold is not safe to use either because it is being installed, removed, repaired or defective. No employees will be allowed or authorized to use scaffolding when this tag is applied other than trained and qualified personnel installing, removing or repairing the scaffolding.



Training requirements:

All personnel that supervise the construction, maintain, inspect, use and dismantle scaffolding shall have attended a scaffolding course that meets the following requirements;

SUPERVISORS: Shall attend 80 hours of instruction. For supervisors that supervise the construction of scaffolding. The training shall consist of at minimum the following topics;

- Relevant legislation, Regulations, CSA Standards.
- Scaffold definitions.
- fall protection application / awareness and scaffolds
- scaffold hazard assessments
 - selection and planning
 - electrical hazards
- scaffold erection and moving
 - general requirements
 - qualifications of scaffold personnel
 - component inspections (prior / during erection)
 - corrective measures
 - foundations and sills
 - base plates and screw jacks
 - scaffold assembly and stability
 - bridge sections
 - scaffold platforms and guardrails
 - access and egress
 - scaffold enclosures and engineered scaffolds
 - hoisting and falling object protection
 - alterations and moving of assembled scaffolds
 - scaffold dismantling
- safe use practices
 - user inspection
 - scaffold tags
 - allowable platform loads and special requirements
 - scaffold alterations
 - scaffold access and egress
 - housekeeping considerations
 - equipment and materials placed on scaffolds
 - change of use of scaffold
 - rolling scaffolds
- inspections
 - pre-erection of individual components
 - engineered inspection
 - pre-use inspection by users
 - periodic inspections
 - post inspection actions
 - documentation, record keeping and logging

Persons who construct, inspect, maintain and dismantle Scaffolds;

- relevant legislation, regulations, CSA Standards and industry "best practices"
- scaffold definitions
- fall protection application / awareness and scaffolds
- scaffold hazard assessments
 - selection and planning
 - electrical hazards
- scaffold erection and moving
 - general requirements
 - qualifications of scaffold personnel
 - component inspections (prior / during erection)
 - corrective measures
 - foundations and sills
 - base plates and screw jacks
 - scaffold assembly and stability
 - bridge sections
 - scaffold platforms and guardrails
 - access and egress
 - scaffold enclosures and engineered scaffolds
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 - periodic inspections
 - post inspection actions
 - documentation, record keeping and logging

Persons who use Scaffolding;

- relevant legislation, regulations, CSA Standards and industry "best practices"
- scaffold definitions
- fall protection application / awareness and scaffolds
- scaffold hazard assessments
- safe use practices
 - user inspection
 - scaffold tags
 - allowable platform loads and special requirements
 - scaffold alterations
 - scaffold access and egress
 - housekeeping considerations
 - equipment and materials placed on scaffolds
 - change of use of scaffold
 - rolling scaffolds
 - pre-use inspection by users
 - electrical hazards

Emergency Response

Any work tasks being done on a scaffold which requires fall protection to be used, will require an emergency response or rescue plan implemented that is appropriate to the risk of a fall as outlined in SPI 34-21 (Fall Protection).

Approved By	Title
	Manager of Services
Date	