



SCAFFOLDING PLAN [rev 6](#)

Incorporating:

- The scope of works
- Method Statement
- Rescue Plan
- Risk Assessment
- [Pull out testing Risk Assessment page 31 of this document](#)
- Dismantle Plan

Customer: -	Russell's Construction Limited	Date: -	~~06-02-14/04/2020~~
Site: -	79 Mosley Street	Prepared by: -	Andrew Garrett
Work Area: -	Corner of Mosley Street & Princess Street @ 4.5m height, ~~elevation along Princess Street @ street~~ level and elevation Back George Street above 2.5m height ~~from ground level above leaded area~~	Page No	Page 42 of ~~32~~ 55
Design Ref: -	System with manufacturers guidance	Revision No: -	~~02~~ 06
Job Ref No	Preliminary Pull tests <u>Design BDS 5744-01 Rev B</u>		
CSL CM	Craig Price	CSL Supervisor	TBC
Client QS	Camille Grimes	Clients SM	Liam Jones
Clients PM	Ian Walley	Clients CM	

NASC

No 6093

Method Statement

Section 1- Specification of the Works to be Carried Out

Mosley Street/Princess Street Corner Details

Corner princess /Mosley street Erection of system tower 46.5m high & 2.5m wide with integral ladder access ~~with box ties around pillars~~

~~Princess Street~~ – as per BDS 5744 -01 Rev B carried out ~~from floor level only~~

~~These works are only allowed between the hours of 1.30am -4.30am Sun-Fri-Sunday – Friday~~ the system tower with raker ties spragged down and tied back to the tower required to enable temporary securing of tower

Back George St

– access from 0.5m alloy step ~~after~~between 8.30am -9.30am

Preliminary tests These are to be carried out wherever there is any doubt about the suitability or recommended load capacity of proposed anchors for a particular base material, e.g. if there is no manufacturer's recommended load data for the base material which is often the case with brickwork, stonework and timber. The approach is to test a series of 5 sample anchors to a load which demonstrates a satisfactory safety margin and thereby, if possible, avoid testing fixings to failure. If any of these anchors fails to support the test load then, the results should be referred to the responsible designer who should consider the options outlined below. the basement material is brickwork 5no @ each location as per correspondence/ design BS 5744 -01 Rev B (attached) ties to be fixed & tested in the centre of stretchers & the ADI thunder bolts pulled to failure blue dotted on the design , this information is then supplied back to BDS engineers to enable production of the scheme designs

Installing Anchors Preliminary pull test

Anchors will be correctly installed by our fully trained and competent installers using correct tools & in accordance with the anchor manufacturer's instructions. The base materials the anchors will be installed is brickwork. Holes are drilled to the correct diameter & depth, cleaned by brushing, with round stiff brush and blowing, using a large volume pump regarding manufacturers setting using the correct tools. Tighten ties to the recommended installation torque using a calibrated torque wrench. Hole diameters 12mm or 14mm using ADI thunder bolts and must be correct to ensure the anchor works & gives the expected performance to BDS design 5744-0 rev B specification When inserting ring bolts at least 6 number full turns should be engaged and not over forced, upon completion and engaged turn back and align with the tube – don't tighten hard against the thread of the socket or the shell may shear off.

All scaffolds will be erected in accordance with: -

- ♦ The Work at Height Regulations 2005.
- ♦ HAVS information contained with this document
- ♦ Tie test layout plan BDS 5744-01 Rev B
- ♦ CDM Regulations 2015- client
- ♦ SG4: Current Edition section 12 of this document
- ♦ TG4: Current Edition Pull testing in accordance with current editions – attached with this document
- ♦ ~~Supplied design drawings.~~
- ♦ System Erection Manual/Design for System Scaffolding- attached with this document
- ♦

Pre-erection	Client must provide a firm and level base for the scaffold and ensure the work area is clear and capable of withstanding any imposed loads from scaffold.
Pre-Use Checks	Every user must check the structure before use as per Regulation 13 of the Work at Height Regulations 2005.
Scaffold Use	Users are responsible for ensuring that the structure is used only for its intended purpose and within its specified loading limits.
Modifications	All modifications must be undertaken by our CISRS trained scaffolders only
Unauthorised Interference	~~Client is responsible for ensuring that scaffolding is not interfered with by others, e.g. overloading, removal of ties, guardrails or scaffold boards, other modifications, etc.~~ <u>This scaffold is for our use only to enable pull test to be carried out will be under the control of CSL throughout</u>
Scaffold Inspections	~~Client to ensure statutory inspections are carried out and recorded by a competent person in accordance with the requirements of the Work at Height Regulations 2005.~~ <u>We shall inspect and tag scaffold prior to our use</u>
Scaffold Inspector	~~Client must appoint the CSL will inspect scaffold inspector.~~
Welfare & First Aid	~~Client to provide welfare and first aid facilities for operatives when we are working on site.~~ <u>Corner on Mosley St /Princess St 1.30am -4.30am Sun-Fri - Back George St 8.30am - 9.30am M-F -we shall have an appointed first aider within our gang</u>
Proximity Hazards	~~Client must notify us of any information that may affect scaffolding works, e.g. overhead lines, underground services, high voltage electricity, etc.~~ <u>CSL are aware of Metrolink overhead cables on Mosley street works strictly in accordance with Blue permit arrangements & lead paint on low level Masonry to Back George Street – testing as per blue dot locations shown on Back George Street Details BDS 5744-01 Rev B</u>
Queries	Any queries or concerns relating to the use of the scaffold should be raised with the Scaffold Supervisor or Manager responsible for the project.

Erection of system tower 4.5m high & 2.5m wide with integral ladder access with ~~box~~Rakers as ties ~~around pillars spragged back to facilitate the tower as temporary tie method to our temporary tower to give access to enable preliminary pull test to be carried out to the Princess /Mosley St corner all test carried out as per TG 4 19 guidance attached with these rams~~

We are to erect chapter barriers around tower as an exclusion zone around the base of the temporary tower

Vehicle access from the Princess St location materials off loaded and carried to the working location ~~Vehicle then driven away & parked pay & display bay~~

Vehicle then driven away & parked pay & display bay

Metro link parameters...

These works are only allowed between the hours of 1.30am -4.30am Sun-Fri

Works carried out under the strict adherence to a blue permit arrangement

Permit must be collected in person in advance of works, all agreed with Mr Greg Mitchell engineering planner (confirmation email attached with these rams)

Gregg Mitchell

Engineering Planner

KeolisAmey Metrolink

Metrolink House

Queens Road

Manchester M8 0RY

- ♦ trained & certified operatives only to erect tower
- ♦ Ops to access location height from integral ladder access built within tower
- ♦ ~~5 Number~~A total of 10 number preliminary pulltie test ~~carried out~~required 5 number to the ~~base material area x 3 areas~~Mosley St corner & 5 number Back George
- ♦ Each using 12 mm and or 14mm ADI thunder bolts pulled to failure, ties to be fixed & tested in the centres of stretchers only
- ♦ Certified /trained operatives only to carry out pull test -also ops will have undertaken required face fit training
- ♦ All certification/qualifications to be supplied to RCL in advance, ~~electrically~~electronically once a gang has been appointed
- ♦ RPE – Disposable FFP3 face masks to be used as required by risk assessment when installing drilled anchor ties – Ops will have undergone relevant face fit testing & certification will be supplied when relevant gang has been appointed.
- ♦ All anchors that have been proof loaded should be clearly identified with a tag showing the date of test and the test load,
- ♦ ~~All design drawings/TG 20 sheets/ manufacturers guidance must have prior approval by our Engineers with drawing~~Our Design BDS 5744 has been issued to Client for their approval
- ♦ ~~prior to erection. All designs must be, once approved~~ using a traffic light system we can then go green for construction ~~before being issued to the scaffolders.~~

Upon completion of the pull tests and tagging of ties

1/ Dismantle tower store materials on the floor within the chapter8 barrier enclosure

2/ Drive pick up to Princess Street location

3/ Carry materials to pick up & load up, clear site

4/ return yard

Mosley /Princess Street Low pull testing—From operative at street level, within exclusion zone of chapter 8 barriers Corner 1.30am -4.30am

Back George Street access using 0.5m horse step after 8.30am

~~within an~~ exclusion zone of Chapter barriers along Moley Street Corner & Back George Street

We shall have an appointed person stood at the base of chapter 8 barriers the enclosure as a precautionary measure and each shall be

~~We to have pedestrian /banks man in operation during the works detailed~~Fitted with appropriate signage ..

Corner of Princess /Mosley street – scaffold tower from within exclusion zone chapter 8 barriers

[Princess Street locations access via street level from within exclusion zone 8 barriers](#)



Back George St Location test from above the painted base level
using 0.5m step

Back George Street Visual



Section 3 - Duration of Work

Circa 2-3 hours Corner Princess St & Mosley St Corner 2-3 Hours Sun -Fri between 1.30am – 4.30am & Back George Street
0.5-1hour Between 8.30am -9.30am

Section 4 - competency

- ♦ All operatives engaged in this work activity are classed as qualified, copies of their training to be kept on file in the site office.
- ♦ All operatives involved in this work activity will attend the site induction.
- ♦ Induction - All operatives will attend Client's site induction prior to any commencement and re-inducted every twelve months, and present competence cards for inspection
- ♦ Supervision - Supervisor to be SSSTS (minimum) or SMSTS qualified.
- ♦ Qualifications - Working gangs will contain a balance of qualified and competent operatives in accordance with the erection/dismantling/ altering of system scaffolding:
- ♦ All our Operatives will have the correct Skills/Knowledge/ Experience and Training to undertake scaffolding works on this site.
- ♦ *There is no definition of when a scaffolders training is complete, within the scaffold industry standards change, legislation is updated and the configuration of buildings constantly evolve. There is also pressure put on scaffold companies by their Clients to comply with their ever-evolving standards that include Build Programme, Productivity Pressures.*
- ♦ CISRS Scaffold Labourers (Green) must work under supervision of CISRS Scaffolders
- ♦ Scaffold Labourers can not erect/dismantle or alter any scaffold. They must work on the ground or on a fully boarded platform that has double handrails with toe boards and safe access and egress.
- ♦ CISRS Trainee Scaffolders (Red) must work under supervision of CISRS Scaffolders (One trainee to one scaffolder)
- ♦ CISRS Scaffolders (Blue) may work on complex scaffolds under supervision of CISRS Advanced Scaffolders
- ♦ CISRS Advanced Scaffolders (Gold) may lead in all Basic and Complex scaffolding if they have the Skills /Knowledge/Experience.
- ♦ Scaffolders will have undertaken the relevant CISRS, SSPTS, system training where required
- ♦ Plant Operatives to hold the relevant CPC/ IPAF card of training and competence
- ♦ Scaffold Inspectors will hold the relevant inspection card for scaffold types to be inspected
- ♦ *Toolbox Talks - Delivered to operatives as and when required*

CDM Regulations 2015 A contractor must not employ or appoint a person to work on a construction site unless that person has, or is in the process of obtaining, the necessary skills, knowledge, training and experience to carry out the tasks allocated to that person in a manner that secures the health and safety of any person working on the construction site.

- ♦ **No scaffold Labourer or System Base Card holder will be allowed to wear a harness and lanyard or Erect, Dismantle or Alter any scaffold.**

Section 5 - Equipment to be Used and Conformity Requirements.

The scaffold will be constructed of System Scaffolding and ancillary equipment.

- ♦ All materials will be in accordance with a relevant British Standard or its equivalent i.e. scaffolds tube to S355J0H grade, scaffold boards BS2482 (MG), scaffold fittings BS EN 74, ladders BS1129, BS2037 or BS EN 131 etc.
- ♦ Materials will be free from visual damage that will foreseeably affect its performance whilst in use.
- ♦ Materials are visually inspected as there are being erected.
- ♦ Materials will be visually inspected prior to use by the operative, defective materials will be segregated to prevent use.
- ♦ Fittings will be contained within fitting bags SWL 40 KG
- ♦ Scaffolders Step

Section 6 - Unloading and Loading Arrangements

Materials will be unloaded/loaded utilising the following methods: -

The times for deliveries and collection will be co-ordinated with the site team.

- ♦ As per the requirements of the risk assessment section Vehicle/ Plant Movements
- ♦ No scaffolders will access the vehicle without permission of the on-site Supervisor.
- ♦ All materials will be stacked on the vehicle in the yard, so it is possible to reach the materials from the ground.
- ♦ Barriers or Banks-man must be in position.

Section 7 – Raising and Lowering Materials

All materials will be raised and lowered in a controlled manner by: -

- ♦ Using a gin wheel and or rope with the correct knots and hitches used at all times. The rope will be 18mm the fitting bags will have a safe SWL of 40 KG (Tool Box Talk attached) Rope and wheel certificates will be in scaffold safety file.
- ♦ When basing out the stand by man must always be in a position to prevent any members or other contractors of the public from being exposed to any risk.
- ♦ Do not leave any materials on the ground in an unsafe position.
- ♦ Do not leave any materials stood up against the scaffold or the building.
- ♦ Only take the materials from the vehicle or stillage that you will be using.
- ♦ Chaining from person to person, utilising good manual handling techniques up to the second lift or above the scaffolders in the handballing chain must work from a fully boarded platform with handrails and safe access.
- ♦ No materials to be carried up or down ladders this includes safety Steps.
- ♦ The top platform level of the tower to the Princess Street elevation is only 4.5m high, no requirement for Gin wheel at this stage the pull tester will be supplied with shoulder bag which our pull test operative will carry over

Section 8 – Segregation of the Work Area

- ♦ The Supervisor/Charge hand/Lead Hand must check that the work area is safe to commence work.
- ♦ Allocated work to be segregated by physical barriers and signage to the perimeter, warning signs will be displayed at prominent locations at the entrance to the work area. Chapter 8 barriers
- ♦ Operatives will be allocated a designated work area prior to erection commencing.
- ♦ Do not block designated walkways.
- ♦ There will be stand by men in position at all times when work is being undertaken.

Section 9 - Personal Protective Equipment

The following PPE will be worn during all training activities: - When erecting and dismantling system System

- ♦ Safety Helmet with chin straps
- ♦ Safety Boots
- ♦ Safety Harness and Twin tail Lanyards
- ♦ Hi-visibility Vest
- ♦ Gloves
- ♦ Eye protection
- ♦ Hearing protection depending on task.
- ♦ **Dust mask when installing anchor ties**

All operatives shall observe Client's site rules with regards to mandatory PPE. All Operatives will wear as standard:

- ♦ Helmet – White (Operatives); Black (Supervisors/ Managers) (BS EN 397)
- ♦ Hi Viz – Yellow (standard), Orange (Slinger/Signaller) Logo (front) & Company Logo (rear) (BS EN 471 Class 3)
- ♦ Eye Protection – **Mandatory when on site/ When required by site rules and/ or risk assessment** (BS EN 166F & BS EN 170)
- ♦ Gloves – Mandatory when on site (BS EN 420 & BS EN 388)
- ♦ Boots – Steel toe capped boots with steel protective mid-sole (EN20345 S3/S5)
- ♦ Full Body Harness & Twin Tail Arrest Lanyard – Worn at all times (SG4) (BS EN 361 & **BS EN 355**); Inspected before use; inspected every three months and recorded by the company; thoroughly examined and recorded 3-monthly by competent person.
- ♦ Tool Lanyards – Mandatory when working at height
- ♦ Helmet Chin Strap/ Helmet Mandatory when working at height
- ♦ Blades – Self-retractable blades only will be used on site
- ♦ Work wear - The wearing of shorts and sleeveless tops is not permitted on site
- ♦ RPE – Disposable P3 face masks to be used as required by risk assessment when installing drilled anchor ties
- ♦ Additional PPE, RPE, FPE will be determined by risk assessment where required.

Section 10 - Emergency Procedures

- ♦ Site emergency procedures as detailed in the site induction.
- ♦ All scaffolders and operatives must sign in and sign out every day at the site office, this part of the site emergency procedures.
- ♦ In the event of fall involving a safety harness, refer to the fall recovery plan accompanying this document.
- ♦ Priory Main Contractor will provide first aid personnel and facilities on site.
- ♦ Operatives will initially report any incident/accident to their supervisor and the site Management Team.
- ♦ All scaffolders must be briefed on the site rescue plan this part of the of the Main contractor legal requirements under the CDM Regulations 2015.
- ♦ All accidents must be reported to your Director/Manager/Supervisor and the Site Manager before leaving site.
- ♦ The Site Manager must be given the opportunity to administer first aid and assess the injury.
- ♦ The Main Contractor accident must also be completed on the day of the accident.

Section 11 – Tools and Plant

All plant, tools and equipment will be:

- ♦ Fit for purpose and free from visual damage that will foreseeably affect its performance whilst in use.
- ♦ Visually inspected prior to issue from depot and prior to use by the operative on site.
- ♦ Inspected weekly and findings recorded with a copy held on file.
- ♦ Defective items will be segregated to prevent use and Supervisor notified at earliest opportunity.
- ♦ Electrical equipment will be either battery powered or 110V with a current PAT Certificate on file.
- ♦ Electrical tools will include:
~~Reciprocating Saw~~ **Hammer Drill**
- ♦ Calibration certificates to be current and copy held on file as appropriate for tool.
- ♦ All lifting equipment and accessories will have a current Thorough Examination certificate on file.

Section 12– Erection Procedure

Please note that dismantling will be the sequential reverse of the erection process using the site Dismantle Plans that must be in the site file.

Working to SG4: Current Edition:

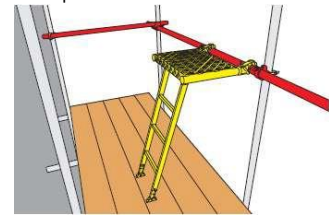
Scope: The Scaffolders Step should be used to ensure that the operative operates from a place of safety in line with the requirements of SG4: Current Edition whilst erecting, adapting or dismantling scaffolding structures.

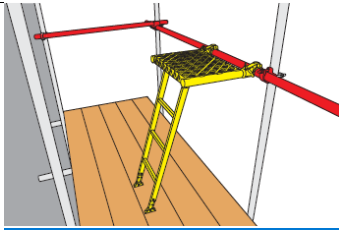
Step 1 – Erect the base lift of scaffold ensuring that a single guardrail is fitted 950mm above ground level.

Step 2 – Unfold the Scaffolders Step, taking care to avoid placing fingers in a trap area.

Step 3 – Connect Scaffolders Step to guardrail ensuring that the claws are fully engaged as shown.

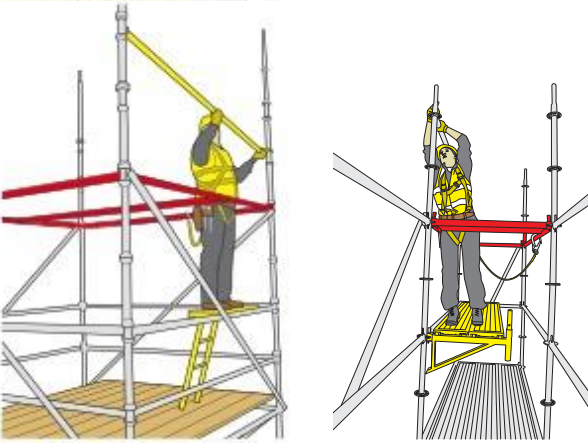
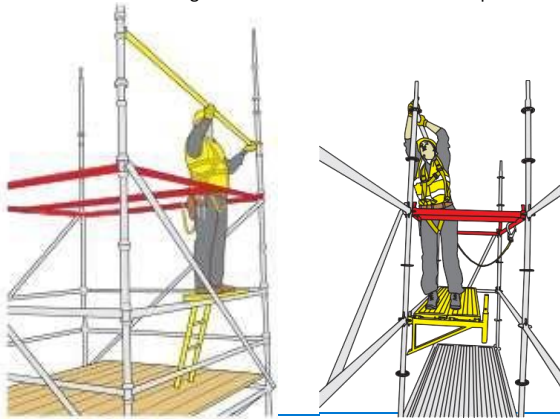
Place the step carefully on the boarded lift. Ensure the step is at the correct angle (75°) and that the feet are placed squarely on the platform.



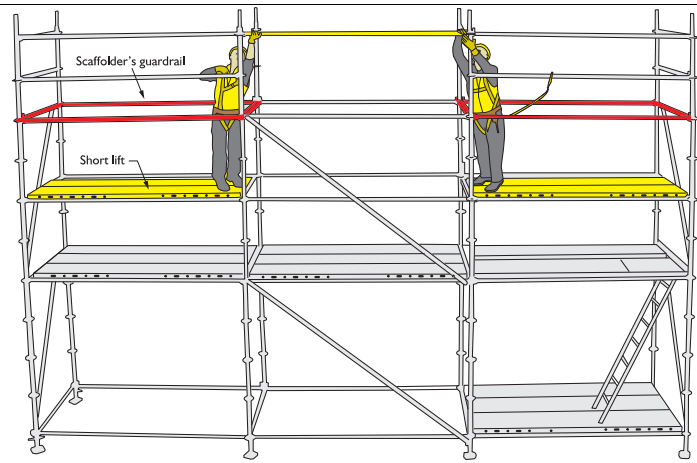


Step 4 – Connect lanyard to the ledger above and behind the step position, or to the side if using a stop-end guardrail.

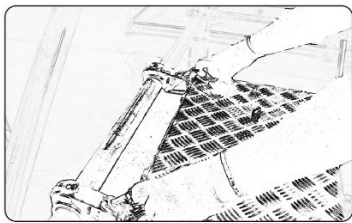
Grip either the transoms or ledgers overhead or the Scaffolders Step and ascend.



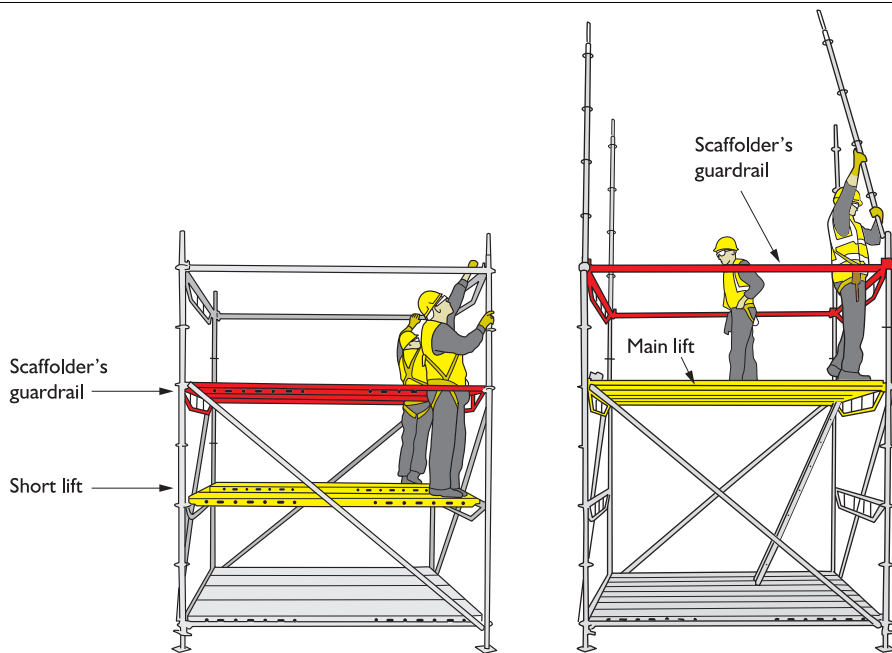
Step 5 – The middle bays can be reached from adjacent bays to fix the guardrails



Step 6 - Reposition the Scaffolders Step by releasing both claws at the same time by pulling the rings together.
Continue progressively installing guardrails to the lift above for the full length of the scaffold.
Board out platform from below to complete the lift.

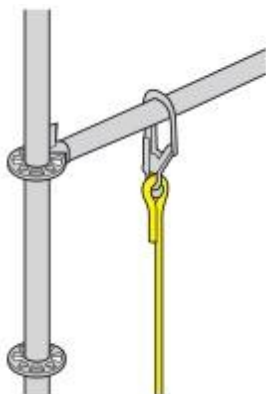


Step 7- This sequence shows the short-lift system used to erect a system scaffold tower.



Step 9- Clip onto a ledger, handrail or rosette in steel only, not in Layher aluminium

- To a standard going all the way through at the height of the scaffolding level and without a joint, not more than 1 meter above the scaffolding level.
- To a rosette at the level of the ledgers. The ledgers must be already fitted.
- To any rosette inside a completely assembled scaffolding layer.
- To an O-ledger max. 2 m above the completely assembled scaffolding level. Standards projecting 2 meters above the scaffolding level are shown; connection of the ledger to vertical standards projecting by 1 meter is also permissible.
- To a ledger inside a fully assembled scaffolding level.



Step 10 - Tall lifts (Floor height lifts, pavement lifts and gantries.

10-A- Working from a fully boarded lift with double handrails installing the third handrails.

10- B- Fully board out the dummy lift with safe access onto the platform. Install the next lift.

10-C- Fix your step in position, ensure there is a transom each side of the step.

Attach your lanyard to the back ledger climb the step commence erecting the handrails on the next lift.

Step 11- When moving boards up or down you must be clipped on at all times.

- * Clip on points Ledger.
- * Transom above head height.
- * Plan brace fixed with weight bearing fittings.
- * Tie tube fixed across two standards with weight bearing fittings

Step 12- Erecting 1.5m or 2m lifts must work from the Scaffold Safe Zone fully boarded lift with a single handrail to all elevations of the scaffold where there is a risk of a fall **inside face of the building/Front elevation of the scaffold/ Stop ends.**

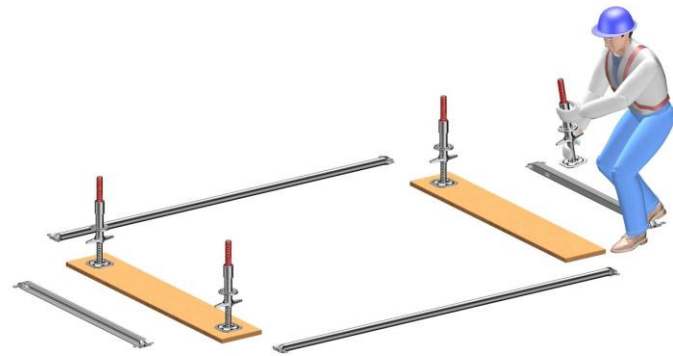
- * Operatives will sign onto this Method Statement & Risk Assessment before work commences this must be briefed to operatives by the supervisor.
- * There must be no loan working at any time, scaffolders must work as part of a gang.
- * The Supervisor will issue a System Manual or Drawing, for loading Bay and the Main Scaffold.
- * The drawing issued on the day will state **ALL** measurements for length, width and height, the scaffolders are to apply these measurements when basing out.
- * There must be no deviation from the Design/ System Manual.
- * Scaffolds erected & dismantled will be within accordance to: Design/ System Manual
- * The Main Contractor will provide a safe foundation for the weight of the scaffold to be erected onto
- * For System scaffolding the scaffold mat must be at least 2.3m wide from the face of the building
- * The bay sizes will be set out by the lead scaffolder.
- * Sole pads (Size 450mm x 225mm) will be positioned running parallel with the ledger.
- * **Bracing will be erected:** Face bracing every five bays.
- * Standards to be staggered.
- * All working lifts will be fully boarded with a double handrail and toe-boards fixed on working platforms.
- * Brick-guards to be fitted to all lifts where there is a risk of falling objects (All brick-guards to be attached to the scaffold with a minimum of five ties.
- * A ladder is to be erected to the first lift or second lift 4m maximum for access & egress purposes, all ladders will be tied twice once at the first lift and at the top lift onto the top handrail.
- * Ladders will only be tied 4m of blue rope or with the correct size ladder clips
- * The scaffolders will commence erecting the loading tower as per the requirements of the Layher Erection Manual once the first lift is complete.
- * On completing the base lift the scaffolders will proceed to erect the first lift, again this will be achieved by using the measurements provided on the Layher Erection Manual.

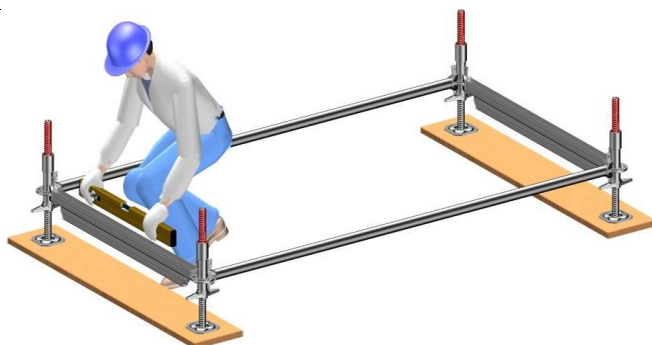
- * [All ties must be fixed with doubles and be installed next to a ledger brace fixed to the inside and outside standards.](#)
- * [A minimum of 3 or 5% of the ties will be pull tested/tagged with the loading and date and number.](#)
- * [No ties will be moved or removed without consultation with the scaffolders](#)
- * [Scaffolders are to use the scaffold step to install the double guardrail. Topping of any standards to be achieved behind the guard-railed area at platform level where possible.](#)
- * [All materials for the main independent will be lifted using a rope and gin wheel.](#)
- * [Fitting bags will be used to lift the fittings, the SWL 40Kg for the fitting bags.](#)
- * [Respect: There will be no smoking on site at any time, this also means when you are erecting/dismantling or altering the scaffolding.](#)

[Base Out the scaffold on safe ground conditions that must be prepared by the Main Contractor.](#)

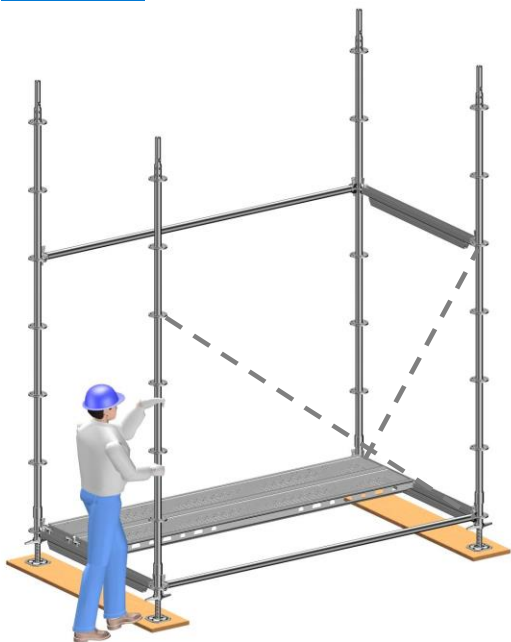
[Lay out the correct materials required for each scaffold to ensure you have the materials to complete the job.](#)

[You can use sole boards measuring 450mm x 225mm x 38mm thick.](#)

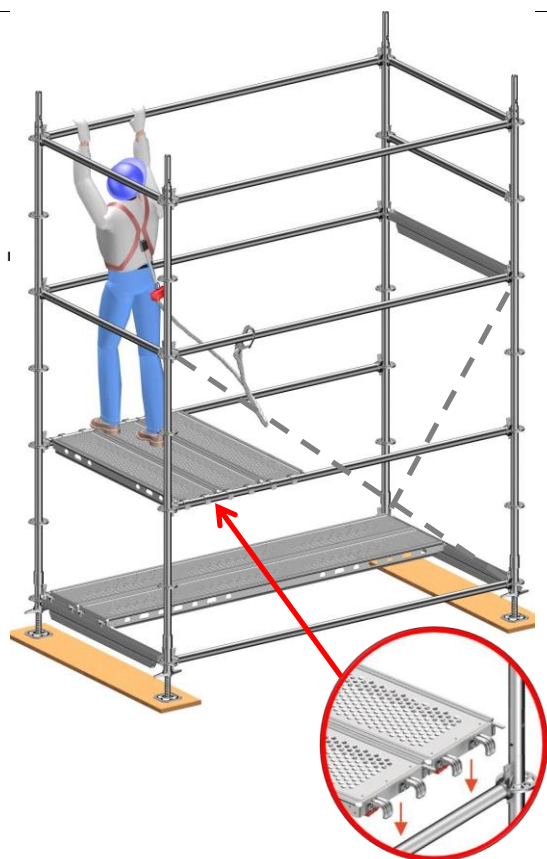


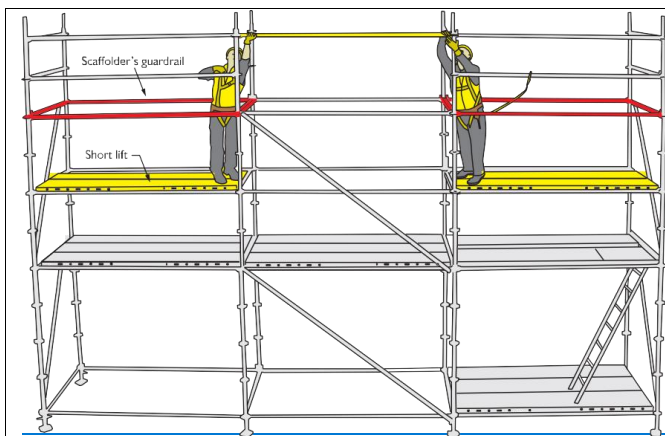


Level the base lift

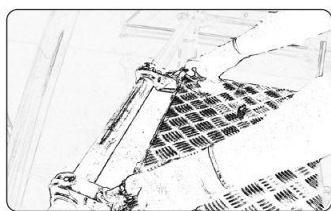


Erect the first lift

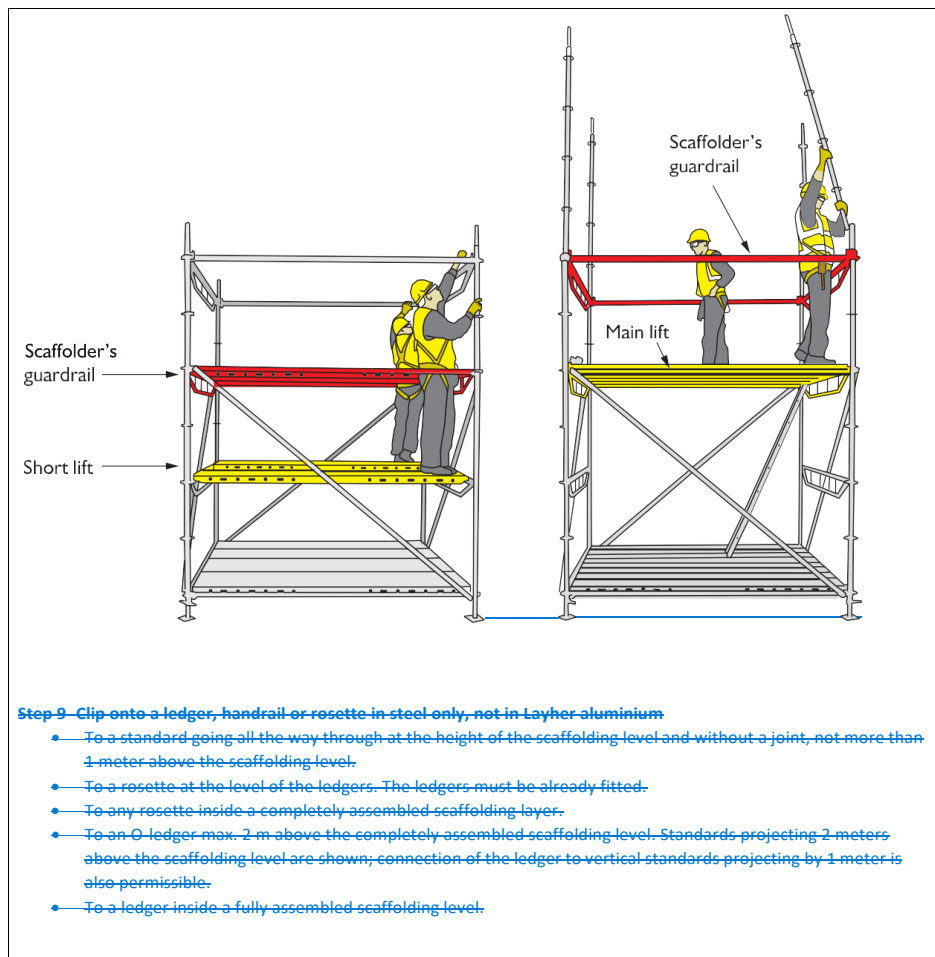




Step 6—Reposition the Scaffolders Step by releasing both claws at the same time by pulling the rings together. Continue progressively installing guardrails to the lift above for the full length of the scaffold. Board-out platform from below to complete the lift.



Step 7—This sequence shows the short lift system used to erect a system scaffold tower.



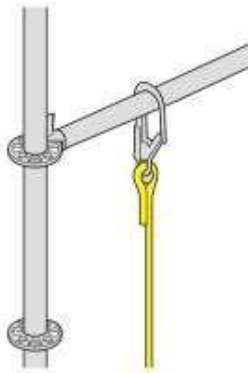


Fig. 9

Step 10 Tall lifts (Floor height lifts, pavement lifts and gantries.

10 A Working from a fully boarded lift with double handrails installing the third handrails.

10 B Fully board out the dummy lift with safe access onto the platform. Install the next lift.

10 C Fix your step in position, ensure there is a transom each side of the step.

Attach your lanyard to the back ledger climb the step commence erecting the handrails on the next lift.

Step 11 When moving boards up or down you must be clipped on at all times.

- + Clip on points Ledger.
- + Transom above head height.
- + Plan brace fixed with weight bearing fittings.
- + Tie tube fixed across two standards with weight bearing fittings

Step 12 Erecting 1.5m or 2m lifts must work from the Scaffold Safe Zone fully boarded lift with a single handrail to all elevations of the scaffold where there is a risk of a fall **Inside face of the building/Front elevation of the scaffold/ Stop ends.**

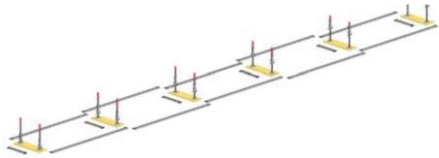
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- + The drawing issued on the day will state **ALL** measurements for length, width and height, the scaffolders are to apply these measurements when basing out.
- + There must be no deviation from the Design/ System Manual.

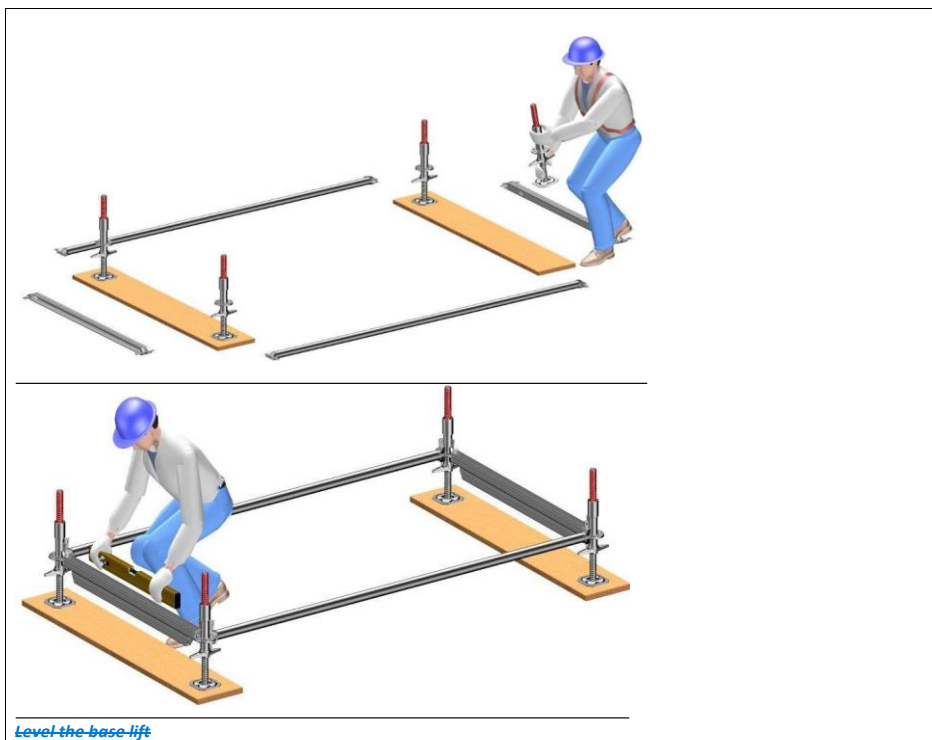
- + Scaffolds erected & dismantled will be within accordance to: Design/ System Manual
- + The Main Contractor will provide a safe foundation for the weight of the scaffold to be erected onto
- + For System scaffolding the scaffold mat must be at least 2.3m wide from the face of the building
- + The bay sizes will be set out by the lead scaffolder.
- + Sole pads (Size 450mm x 225mm) will be positioned running parallel with the ledger.
- + **Bracing will be erected:** Face bracing every five bays.
- + Standards to be staggered.
- + All working lifts will be fully boarded with a double handrail and toe boards fixed on working platforms.
- + Brick guards to be fitted to all lifts where there is a risk of falling objects (All brick guards to be attached to the scaffold with a minimum of five ties.
- + A ladder is to be erected to the first lift or second lift 4m maximum for access & egress purposes, all ladders will be tied twice once at the first lift and at the top lift onto the top handrail.
- + Ladders will only be tied 4m of blue rope or with the correct size ladder clips
- + The scaffolders will commence erecting the loading tower as per the requirements of the Layher Erection Manual once the first lift is complete.
- + On completing the base lift the scaffolders will proceed to erect the first lift, again this will be achieved by using the measurements provided on the Layher Erection Manual.
- + All ties must be fixed with doubles and be installed next to a ledger brace fixed to the inside and outside standards.
- + A minimum of 3 or 5% of the ties will be pull tested/tagged with the loading and date and number.
- + No ties will be moved or removed without consultation with the scaffolders
- + Scaffolders are to use the scaffold step to install the double guardrail. Topping of any standards to be achieved behind the guard-railed area at platform level where possible.
- + All materials for the main independent will be lifted using a rope and gin wheel.
- + Fitting bags will be used to lift the fittings, the SWL 40Kg for the fitting bags.
- + **Respect:** There will be no smoking on site at any time, this also means when you are erecting/dismantling or altering the scaffolding.

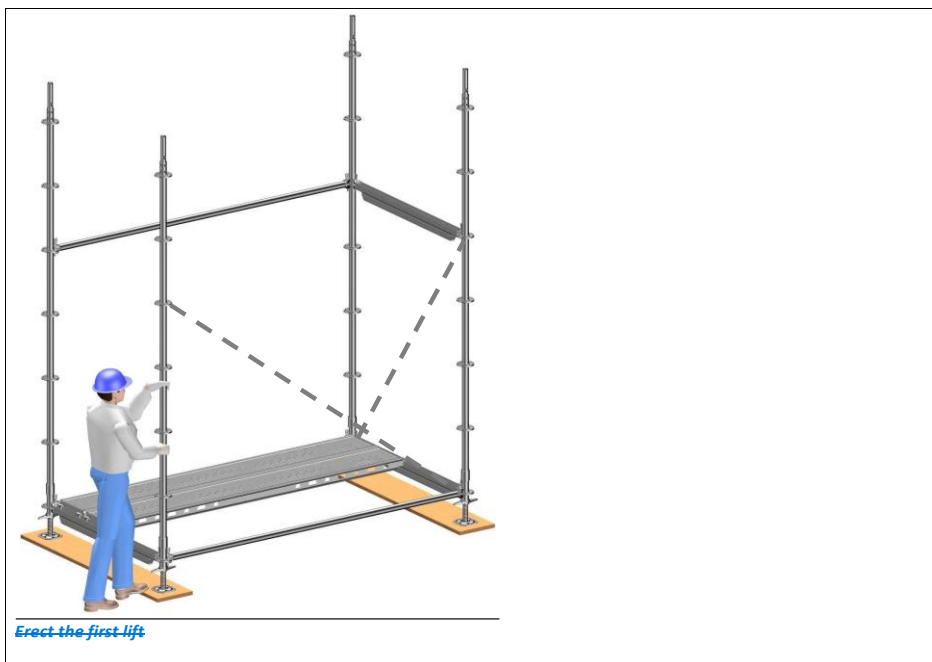
Base Out the scaffold on safe ground conditions that must be prepared by the Main Contractor.

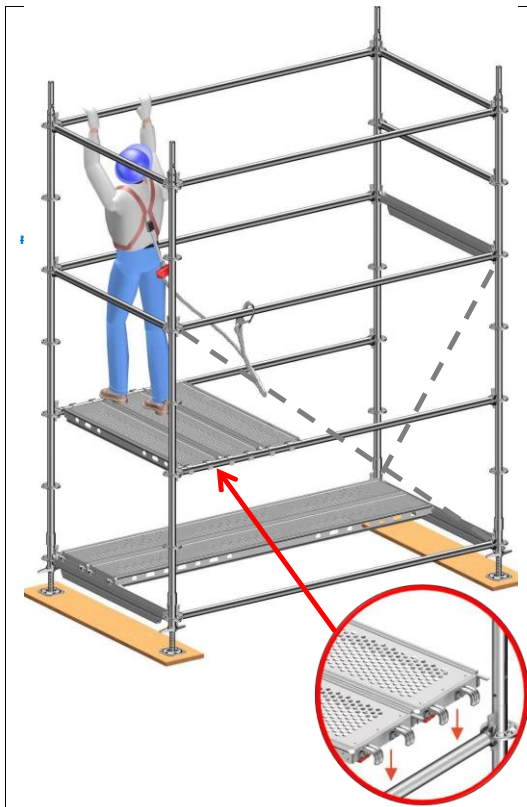
Lay out the correct materials required for each scaffold to ensure you have the materials to complete the job.

You can use sole boards measuring 450mm x 225mm x 38mm thick.





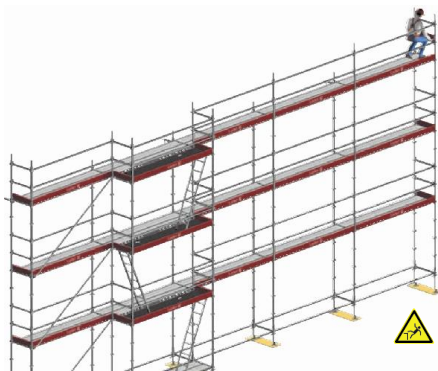




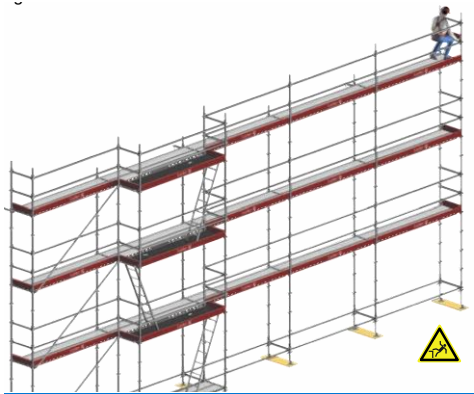
Erect the advanced handrails using the short lift or you can use the Safety Step

This sequence of erection can now be repeated for the rest of the scaffold.

Face bracing will be installed from the first bay and repeated every 5 bays. ~~For timber frame scaffolding the scaffold must be designed.~~

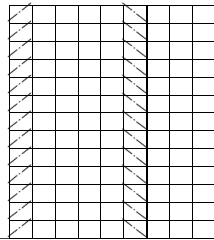


For timber frame scaffolding the scaffold must be designed.

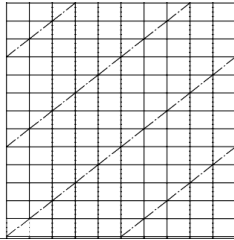


On all the completed scaffolds there must single handrails on all none working lifts.
Double handrails and toe boards on all working lifts.

Face bracing must be every 5 bays.

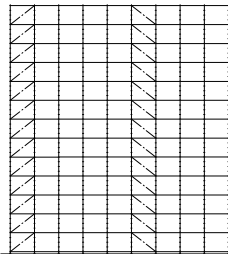


Tower-type diagonal
bracing

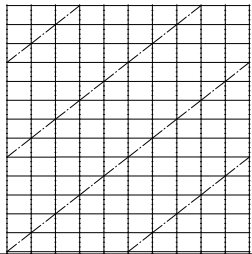


Continuous diagonal
bracing





Tower-type diagonal bracing



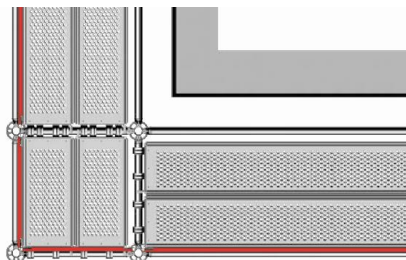
Continuous diagonal bracing

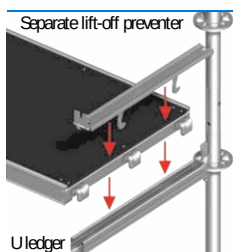
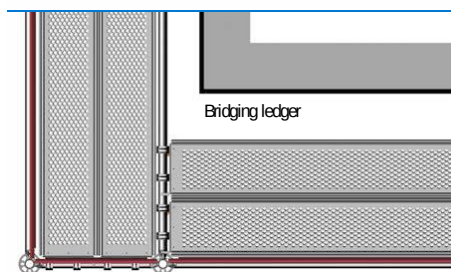
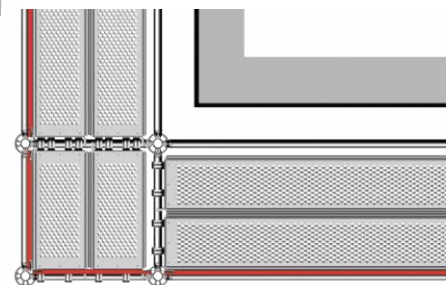
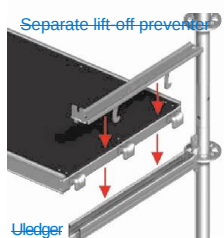
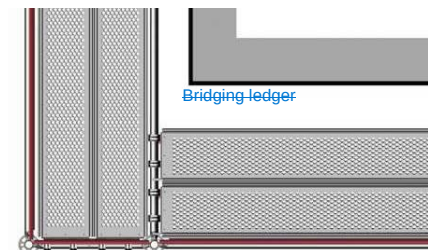


Ties can be connected using Layher ledgers or tube, always fixed with doubles to the inside and outside standards .~~All ties must be installed as per the requirements of TG4:19 Anchorage System for scaffolding~~

All ties must be installed as per the requirements of TG4:19 Anchorage System for scaffolding

Corner Solutions





All decks must be locked down using the L.A.L.O



Red screws for securing gaps across an opening, one screw in each end of the boards.



Blue screws for securing cover plates, two screws in each end of the boards.
There must be no gaps in the platform from which materials or persons could fall.

Section 12 – Inspection Procedure

- The scaffold will be inspected by our Charge Hand/ Lead Scaffolder through out all stages of the erection process.

Section 13 – Dismantling Procedure

1. Charge Hand/ Lead Scaffolder must complete a dismantling plan for all scaffolds (document at the end of this plan)

Section 14 – Handing Over of the scaffold & Inspection

- Scaffold Request - Requirements must be requested by Client on the Scaffold Request and issued to the Supervisor.
 - When the scaffolders erect the first scaffold frame the must attach a DO NOT USE tag.
 - When the scaffold is completed the Charge Hand/ Lead Scaffolder must undertake a full inspection of the scaffold.
 - The Client/User will then undertake a joint inspection of the scaffold with our Charge Hand/ Lead Scaffolder.
 - Defects will be rectified prior to hand over to Client.
- If it is agreed that the scaffold is compliant with specification and fit for purpose the Charge Hand/ Lead Scaffolder will issue a completed hand-over certificate.
- The scaffold will be entered into the site Scaffold Register.
 - The Charge Hand/ Lead Scaffolder will complete a scafftag with its unique number that will be fixed in the holder next to the access point for the main scaffold.
 - Control of the scaffold has now been transferred to Client/ main Contractor.
 - Scaffold User Access - Access to scaffold can now be permitted for other users.
 - Scaffold Inspections - All scaffolding must be inspected by a competent person in accordance with the requirements of the Work at Height Regulations 2005 and a record of the findings will be made.
 - Inspection Frequency - Before 1st use; At intervals not exceeding 7 days; After modification or significant alteration; After an event, likely to have affected the scaffold, e.g. high wind, snow, undermining, impact, etc.
 - Records - Maintain on site for the duration of the construction work and for at least 3 months following

Section 15 – Control & Changes to Work Method

- Risk assessments and surveys have been carried out and recorded for all tasks on site prior to the commencement of works.
- All operatives must be briefed on their contents and confirm their understanding by signature before starting the work activity.
- Unauthorised deviation from this risk assessment and method statement is not permitted.
- All changes to the risk assessment and method statement (RAMS) will be only considered by the Supervisor/ Contracts Manager only.
- Any changes must be authorised before proceeding.
- Agreed changes will be confirmed by:
 - Major Changes - A revised risk assessment and method statement.
 - Minor/ Dynamic Changes – An addendum or a Point of Works Risk Assessment (POWRA).

Operatives will be briefed of the changes and will confirm their understanding before continuing work.

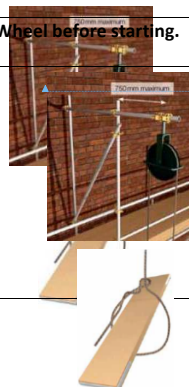
Section 16- Use and Operation of Gin Wheel & Rope

Scope: Scaffold operatives should ensure that they operate from a place of safety when erecting, operating and dismantling gin wheels and ropes.

Notes: Must have copy of current Thorough Examination Certificate for the Rope and Gin Wheel before starting. Maximum mass hoisted on a gin wheel is 50kg, which includes the weight of the rope.

Installation

- Before work activity can commence, erect adequate physical barriers erected and mandatory warning signage erected to prevent unauthorized access to work area.
- Fix horizontal supporting tube with double couplers to 2No standards.
- Sleeve coupler used for joints on the inside standard.
- Suspend gin wheel from its supporting tube Max. 750mm (2' 6") from scaffold.
- Fix a check fitting to each side of the gin wheel suspension point.
- Remove any obstructions, e.g. transoms from route of travel of rope.
- Never lift over access points.

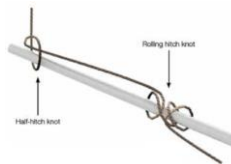


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- Do not carry out this activity during windy conditions.
- On completion of the task all excess materials must be cleared away.
- Competent person to inspect gin wheel, rope, scaffold and ensure fit for use.

Attaching Rope for Loading

- Assess the weight and shape of the components before deciding on the quantity to be attached at any one time.
- Ensure load is properly secured (i.e. Rolling hitch knot for tubes; Timber hitch knot for boards).
- Use an additional half hitch knot to improve grip when raising/lowering more than one tube or board.
- Maximum amount of material to be lifted or lowered (NB. All loads must be of the same length):
 - 2 x 38mm (1½") thick boards up to 4m (13' long, 45kg).
 - 1 x tube up to 6.4m (21' long, 28kg).
 - 2 x tubes up to 3.0m (10' long, 27kg).
 - 3 x tubes up to 2.4m (8' long, 40kg).
- Use a figure of '8'-knot to prevent the rope going completely through wheel.
- Visually check along the length of the rope for damage prior to use.
- Only purpose made lifting bags or baskets are to be used for raising fittings.



Operation:

- Top operative will always work behind a fully completed scaffold platform.
- Ground operative must never stand directly under the load they must create a safe lifting area, keep others clear and always concentrate when lifting or lowering materials.
- Communication – Operatives involved must have clear sight of each other and use an agreed system of verbal/ non-verbal signals before starting.
- Lowering materials – Top operative must ensure that the ground operative has the rope held securely and is ready to receive the load. Lower load slowly before storing materials neatly in a designated area.
- Top operative must concentrate on task and stand back from wheel when waiting on rope to avoid the possibility of being struck by end of rope as the stopper knot hits the wheel.

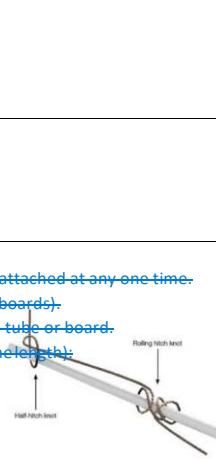
Dismantling (Must complete a dismantling plan for all works)

- Before work activity can commence you must erect adequate physical barriers erected and mandatory warning signage erected to prevent unauthorised access to work area.
- Tie rope off to adjacent handrail before removing the wheel to ensure it cannot fall from height.
- Remove wheel. Top operative must be clipped on to a suitable anchor point before leaning out to do so.
- Remove rope from wheel and store safely. Remove supporting tube. Remove fittings.
- Store all materials and equipment neatly in designated storage area distributed evenly.
- Clear away all excess materials and equipment.
- Dismantle exclusion zone and warning signage.
- Update Scaffold Register to indicate date the scaffold structure was dismantled.

- Do not carry out this activity during windy conditions.
- On completion of the task all excess materials must be cleared away.
- Competent person to inspect gin wheel, rope, scaffold and ensure fit for use.

Attaching Rope for Loading

- Assess the weight and shape of the components before deciding on the quantity to be attached at any one time.
- Ensure load is properly secured (i.e. Rolling hitch knot for tubes; Timber hitch knot for boards).
- Use an additional half hitch knot to improve grip when raising/lowering more than one tube or board.
- Maximum amount of material to be lifted or lowered (NB. All loads must be of the same length):
 - 2 x 28mm (1½") thick boards up to 4m (13' long, 45kg).
 - 1 x tube up to 6.4m (21' long, 28kg).
 - 2 x tubes up to 3.0m (10' long, 27kg).
 - 3 x tubes up to 2.4m (8' long, 40kg).
- Use a figure of '8' knot to prevent the rope going completely through wheel.
- Visually check along the length of the rope for damage prior to use.
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- Clear away all excess materials and equipment.
- Dismantle exclusion zone and warning signage.
- Update Scaffold Register to indicate date the scaffold structure was dismantled.

Rescue Plan

Rescue Plan - Without Specialist Rescue Equipment using full body harness with single lanyard or twin tail lanyards

The main point to remember since the introduction of SG4:00 Current Edition in 2000 there is no official report of any scaffolder falling from a scaffold using the Safety Step and Advanced Handrail having to be rescued.

This plan is for the arrest of a scaffolder wearing a full body harness with a single or twin tail lanyard, working on an independent, tower, or birdcage scaffold or any other structure where there is access adjacent to the suspended person.

Scaffolders Working over water/Working on beams/Working on overhead power lines/Working in confined space/Working on suspended scaffolds/Working on roofs with safety nets below/Working in MEWPS must have a site specific Rescue Plan in place before work commences.

The information required below must be completed before this Plan can be submitted to the Client

Location of local A & E Department to Site: Saint Marys Hospital Oxford Rd Manchester M13 9WL	
Location of local Ambulance Station to Site: Salford Ambulance Station M6 7DU	
Location of local Fire and Rescue Station to Site: GMR fire & Rescue M4 5FP	
Contact details of Clients Site Rescue Team: N/A	
All Scaffolders are trained and competent for the works to be undertaken:	Yes
All scaffolders have been trained to use and inspect the harness and lanyard:	Yes
All harnesses and lanyards have been inspected within the last three months:	Yes
All harness and lanyards have been issued by the company:	Yes

[SCOPE:](#)

[SCOPE:](#)

This rescue plan is for the recovery of personnel following an arrested fall whilst wearing a full body harness with single or twin lanyard attached to a suitable anchorage point.

Each scaffolding operation shall be risk assessed prior to work commencing and the chosen rescue option will be outlined on the risk assessment / method statement.

All operatives on site shall be briefed on the method of rescue to be adopted on this site.

OBJECTIVE*OBJECTIVE: The objective of this procedure is to outline to all supervisors, operatives and Clients*
Management the proposed means of performing a rescue of a person in a fall arrest situation as
quickly and safely as possible.

Where using collective means of fall prevention as per SG4: Current Edition shall prevent possible falls: (e.g. safety steps, advanced guardrails).

- **Important Note:** Rescue is only to be attempted if it does not endanger the person carrying out the rescue or endanger the faller any further during the rescue attempt. **The Person undertaking the rescue must be working from a fully boarded platform, using full body harness and lanyards attached at all times throughout the rescue.**
- **Important Note:** If the suspended person were a member of a two-man or three gang it would be impossible for the other scaffolders to lift and pull the suspended person back onto the platform if they are positioned below the lift. A cantilever platform must be erected to allow the Suspended Person to be placed on the platform.

Scope of Works: Erection of Independent Scaffolds

Rescue Plan No.1 relates to scaffolding activities where, in the unwanted event of a fall from height, a scaffolder is suspended in his safety harness.

The scope of this rescue plan is limited to working from basic scaffold structures and as such the casualty would be suspended adjacent to the scaffold structure. This would require a rescue technique known as 'Pulling onto Boards or Building a Cantilever under the Suspended Person' using tube and fitting or for system scaffolding hop up brackets.

Equipment

Tube and fitting and System Scaffolding

TRAINING

Scaffold operatives will be competent in the erection of both conventional tube and fitting and system scaffold structures. They will hold a CISRS card and will have received SG4: Current Edition and TG20:Current Edition training. In addition, Risk Assessment and Manual Handling training will have been completed during company HS&E induction training. Site induction training will be completed successfully before commencing work on site.

EMERGENCY PROCEDURES

In the event of a suspended casualty the alarm will be raised immediately via the nearest call point or emergency telephone by calling 999 and your Manager/Supervisor stating the exact location and nature of the incident. Before work commences a gang member must check to ensure that the local phone is operating properly and they have a signal for their mobile phones. The emergency services may not respond immediately. We must commence the rescue.

- The company must be aware of the location of the local emergency services and the local hospital.
- The distance the emergency services would have to travel to site to respond to an emergency.

Sequence of rescue using hop-up brackets or tube and fitting cantilever platform with to undertake the rescue

1. Check the condition of the scaffolder who has fallen, if they are injured or can not self rescue call [for assistance:-](#)

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for assistance:-

PREPARE-RESCUE ACTIONS:

As soon as a fall takes place the scaffold team must put the rescue plan into effect.

The scaffold team must follow the process below:

- Inform site management and contact the Emergency Services immediately by dialling 999 and requesting both Fire Brigade request (**Work at Height Team**) and Ambulance Services. They must state to the operator the following:
 - Address and Postcode.
 - Location on site.
 - Contact phone number.
 - Nature of the incident.
 - Casualty name/age/sex/medical history
 - Signs and symptoms of the Suspended Person.
 - How the accident occurred.
 - What are you doing for the Suspended Person?
 - Length of time the operative has been suspended.
 - What condition the operative is in (i.e. conscious/ unconscious) type of injuries.
 - Height above ground or nearest landing platform the operative is suspended from.
 - Type of access onto the scaffold Ladder or Staircase
 - Ensure that the dispatcher is made aware that this is a **WORK AT HEIGHT INCIDENT CASUALTY SUSPENDED IN A HARNESS**
 - The priority **MUST** be to recover the Suspended Person from suspension as quickly as possible, without endangering, unnecessarily, the safety of the rescuer(s) or the casualty.
 - If able to do so, the suspended scaffolder should be encouraged to use the following techniques to reduce the risks:
 - If the person is un-injured and fully conscious, they should be encouraged to mobilise all four limbs, i.e. by flexing the leg muscles to help maintain circulation.
 - Frequent 'pumping' of the legs against a firm surface will also activate the muscles and improve blood circulation.
 - They should be helped to stand on the scaffold to allow them to take the pressure off the body, if possible help them to climb back onto the scaffold. Under no circumstances must their lanyard be released or cut until the fallen scaffolder is safely back on the scaffold.
 - A designated member of the rescue team should continuously monitor the suspended scaffolder reassuring them at all times and if necessary talk them through the rescue process.
 - **Important Note:** Rescuer must ensure that they work from within a 'Safe Zone' at all times as SG4: training. This is defined as 'a fully boarded and correctly supported platform with a single guardrail (at least 950mm high) clipped on at all times through the rescue, where there is a risk of a fall'.
2. For system scaffolding or tube and fitting scaffolding, board out the bay adjacent to where the scaffolder is suspended and the bay above where the lanyard is attached.
 3. Attach your lanyards to a secure anchor point as far back from the edge of the platform where the scaffolder is suspended.

1. Fix two hop up brackets or two tubes onto the standards each side of the fallen scaffold, just

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4. below their backside or as close as possible.
5. Place the first board on the hop up brackets or tube by pushing the fallen scaffolder away from the scaffold, repeat by placing the second board on the hop up brackets, for system boards fix them down using the board fixing.
6. For tube and fitting scaffold the cantilever must be three boards wide doubled up correctly supported, fix the boards in place to prevent any movement of the boards, fix a tube on each standard across the boards.
7. If the Suspended Person is using twin tail lanyards, attached their second lanyard back onto the scaffold if possible before commencing the rescue.
8. Drag and lift the Suspended Person onto the cantilevered boards, he/she will be sitting on the boards then lift their legs onto the boards.
9. The scaffolder will now be sitting or laying on the boards.
10. Once the Suspended Person is safely on the platform and secure, access the top lift where their lanyard is attached. Clip on to a secure anchor point, then carefully release their lanyard lowering them onto the boards.
11. Tray and place the Suspended Person in the recovery position if possible on the platform.
12. All you can do is wait for assistance to arrive.
13. A designated member of the rescue team should continuously monitor the Suspended Person reassuring them at all times and if necessary, talk them through the rescue process.
14. Only if it is safe to do so remove the handrail and bring the suspended scaffolder onto the main platform, once they are safely on the platform replace the handrail.
15. Ensure there safe access for the emergency services to access the platform, if they arrive on site

POSTPOST RESCUE ACTION:

Anyone suspended in his/her harness must be treated by a medical professional (even if they say they feel OK). **First aid treatment alone may not suffice.**

All casualties are to be initially assessed by competent First Aider, following the standard First Aid treatment (ABC Management), as below:

- First Aider to provide standard First Aid treatment (ABC Management)
 - **A & B** – Assess casualty's airway and breathing condition
 - **C** – Check casualty's pulse/ signs of bleeding
 - Assess the level of consciousness using **AVPU** scale
 - **A** – Are they alert? Are their eyes open? Do they respond to questions?
 - **V** – Do they respond to Voice? Do they answer questions/ obey commands?
 - **P** – Do they respond to Pain? Do they open their eyes or move if pinched?
 - **U** – Are they unresponsive to any stimulus (i.e. unconscious)?

ConsciousConscious Casualties:

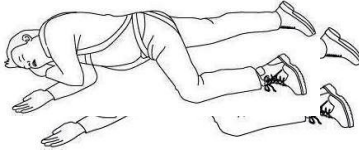
If the casualty is **consciousconscious** then the following process should be followed:

- Casualty should be encouraged to remain in an upright position and walk around if possible.
- First Aider to remain with the casualty and accompany them to hospital for medical assessment.

UnconsciousUnconscious Casualties:

If the casualty is **unconsciousunconscious** then the following process should be followed:

- First Aider to place patient in the traditional recovery position (as pictured) until the emergency services are in attendance.



- Advise the ambulance service that the patient needs to be treated for orthostatic shock or intolerance, which should be treated similarly to crush injuries.

Important Note: Following a fall, any fall protection equipment should be quarantined and retained for inspection as part of the incident investigation process.

At the location where the fall happened the scaffold and ties must be inspected before the scaffold can be used again and a new Hand Over Certificate issued to the Client.

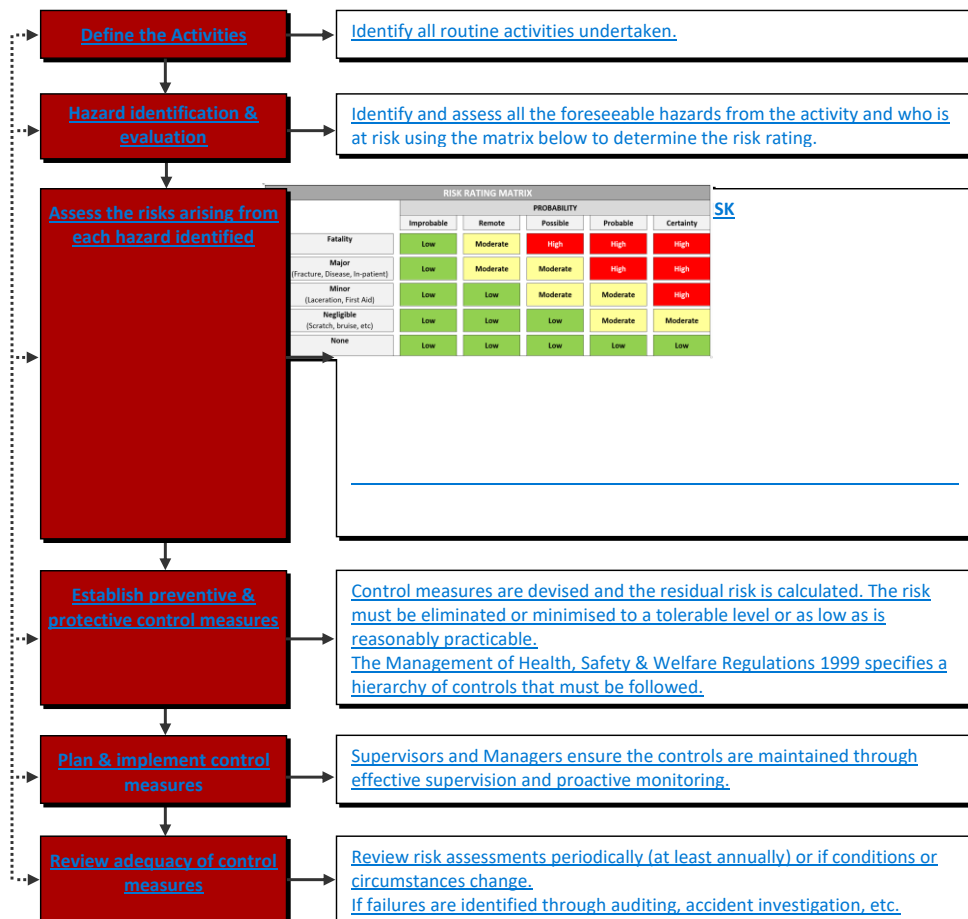
It has been proven by test's undertaken by Newcastle University that if a person is attached to a scaffold structure when they fall the impact of the fall can damage the scaffold and pull the ties out of the wall.

Task Briefing by:			Signed:	
MS Communication	Q.			
	A.			
	Name of Operative Questioned:			

[I hereby confirm that I have been briefed on the contents and requirements of this scaffolding rescue plan, ask assessment, method statemen](#)

Risk Assessment





Risk Assessment – Erection, Alteration and Dismantling Scaffolding

Hazard	Who Affected?	How Affected?	Initial Risk Rating	Control Measures	Residual Risk Rating
Vehicle/ Plant Movements	Scaffold Operatives Supervisors Third Parties Public	Collision Impact Crushing Fatality Major/ Minor Injury	High	- Deliveries/ collections from site by Pick up utilising an agreed traffic management route with your Supervisor - Ensure that equipment, including packaging, is stacked within the perimeter of the vehicle. - A pickup - There must be no lifting over the cab of the vehicle at any time with the vehicle mounted crane. - Vehicular movement on site only permitted with the use of a trained banksman - Local and Site Speed limits must be adhered to at all times (20 MPH) - Deliveries and collections scheduled in advance with the site team. - There must be segregation of pedestrians and traffic as below - Operatives to follow site designated safe access/egress routes. - The client must have a Site Traffic Management Plan in Place. All operatives to have the Site Traffic Management Plan explained to them in the site Induction as agreed @ out of hours working between 1.30am -4.30am explained to them in the site Induction as agreed @ out of hours working between 1.30am -4.30am - Reversing lights/ alarms used on vehicles/ plant (Must be checked before the vehicle leaves the yard). - Full PPE to always be worn (helmet, hi-visibility vest, glasses, gloves, protective boot with steel midsole and toecap). - Be aware, be safe and be seen - When working on this site you must work to the Clients Traffic Management Plan. - This will include safe driving when entering princess street location, material off loaded swiftly & materials carried to working location - Vehicles must only be reversed with the assistance of a trained Banksman at all time. - Always remove keys form vehicles when parked up. - Only park in a safe location, do not block fire exits, do not block other traffic routes. - Do not move any vehicles when there is children/students or members of the public in the vicinity. - The barriers and signage must be in place when the vehicles are always being loaded and unloaded . There must be a standby man in attendance at all times to ensure no children/students or members of the public are exposed to any risk of injuries at any time. - No children/students or members of the public must be allowed to access down the side of any vehicle when being loaded or unloaded.	Low
Site hazards such as: Fire Electricity Asbestos Moving Traffic Evacuation procedure Moving on stairs	Scaffolders/ People working on the scaffold. People walking under the scaffold	Fatality, Major Injuries, slips trips and falls	High	- All scaffolders to receive a site induction on the first morning of attending the site, making them aware of all surrounding hazards (including electrical, moving traffic, asbestos) on the site. - Smoking is prohibited on site; designated area for smoking will be included in site induction. All cigarettes to be stumped out before putting in ashtray or bins. - Upon on hearing the fire alarm all personal MUST leave the work face and make their way to the muster point as directed in site induction using appropriate fire exits. 3 points of contact when moving around on stairways. - Only carry three small tubes up or down stairs - All fittings being carried must be in fitting bags that have a SWL of 40KG	Low
Use of Mobile Phones when erecting/ Dismantling and altering scaffolding	Scaffolders/ People working on the scaffold. People walking under the scaffold	Lack of Awareness Resulting in any Combination of the Hazards Above		- Mobile phones must only be used in areas deemed as allowable as per site induction. - When using mobile phones (for making receiving calls and sending text messages etc, users should move to a safe area – generally safe walkways away from the erection area of the site	Low
<u>Full/partial collapse/structural failure, due to component</u>	<u>Scaffolders/ People working on the scaffold.</u>	<u>Fatality, Major injury, Damage to Equipment, Property etc.</u>	High	<u>All components to comply with the relevant British and European standards.</u> <u>All materials to be subject to a thorough inspection periodically and general visual inspection before use by the Scaffolders.</u> <u>Periodic inspection and servicing to be undertaken by yard staff to maintain the quality of the materials.</u>	Low

failure	People walking under the scaffold				
Full/partial collapse/structural failure, due to overloading of the structure	Scaffolders/ People working on the scaffold. People walking under the scaffold	Fatality, Major injury, Damage to Equipment	High	- During erection and dismantling do not overload platforms with material. - Only store minimum amounts at height which will be used in the short term. - Never stand scaffold materials up against the scaffolding or building. - Install and remove ties and braces progressively.	Low
Manual Handling	Scaffold Operatives Supervisors	Strains and sprains Musculoskeletal disorders	Moderate	- Operatives to be competent and use good correct manual handling techniques. - Kinetic handling training given to operatives via CISRS training. Guidance - Working methods and techniques must be suitably adapted to ensure a safe system of work is always followed. - Planning of manual handling in advance is crucial. - Install 'lookout' for access around corners and blind spots and to identify when safe to move materials and control traffic. - Raise/ lower materials in a controlled hand-to-hand manner there must be good communication between all members of the gang. - Small and loose materials to be transferred in bags to prevent items falling. Bags will have a SWL of 40KG - Full PPE to always be worn (helmet, hi-visibility vest, glasses, gloves, protective boot with steel midsole and toecap). - Regular breaks taken from repetitive work activity. - Supervisor/ Charge-hand to ensure work tasks are varied to avoid repetition. - Each operation must be planned. Never carry anything without a clear field of vision ahead of you. - Always consider the Task, Individual, Load and The Environment (TILE). - Access/ egress routes maintained and always kept free from obstruction, if there are members of the public or other contractors in your work area stop until it is safe to carry on. - Operatives never to exceed their physical capabilities. Always ask for help if the load is too heavy, bulky or hazardous. - Lift with your legs - Not your back. You only have one back, look after it!	Low
Material Storage	Scaffold Operatives Supervisors Contractors	Slips, trips and falls Falling materials Collision/ Impact	High	- Agreed designated storage areas to be agreed and established on site with Client in advance, this will be the loading tower. - Lookout employed when walking material from lorry across public thoroughfares. Traffic cones or barriers around lorry and to the rear to safeguard off-loading/ loading. There will be a none working Supervisor on site at all times to monitor the safe working procedures. - Materials will be moved onto the scaffold as soon as possible to ensure there is sufficient space for the next load. - The loading tower must not be overloaded with materials. - All materials stored on vehicle, or in designated storage area only. - Adequate physical barriers erected, and mandatory warning signage erected to prevent unauthorized access to work area. - Safe segregated pedestrian routes established around work areas - Good housekeeping standards always maintained. Keep material stored in good order, segregated and in size order. Never leave long material in an upright position, store flat (i.e. long tube and boards). All loose materials cleared at the end of each working day - Raise/ lower materials in a controlled hand-to-hand manner. When raising or lowering materials over public thoroughfare pedestrians will be physically prevented from entering lifting zone. - Small tubes and fittings will be carried from the vehicle up the staircase, only three small tubes at any one time all fittings will be carried in fitting bags SWL 40KG. - Never throw materials or allow them to drop. NO BOMBING	Low
Slips & Trips	Scaffold Operatives Supervisors	Slips, trips and falls	Moderate	Site and Access/ Egress routes: - All operatives to follow site instruction explained in site induction. PPE to always be worn - Segregation of public, pedestrians and operatives from vehicular/ plant movements is a priority - Safety footwear with protective steel mid sole and toecap worn by all operatives, compliant to BS EN 20345, kept in good condition. - Safe access/ egress routes designated and well-lit. - All access/ egress routes are planned and adhered to.	Low

				- Never leave any materials on the ground below or at the side of the scaffold. Scaffold Structures - Cover excessive gaps in working platforms using Scaff-gap, Plywood, Cordex where there is a risk of materials falling and putting others at risk. - Ensure toe boards are in place on all lifts and angle inwards to maintain close boarding. - Minimise lapped boards to returns only, no lapped boards on working platforms	
Access to Work Area & Scaffold Structures	Scaffold Operatives Supervisors Public Visitors	Fatality Major/ Minor Injury Slips, Trips & Falls Fire	High	- Pre-inspection of all work areas to remove hazards prior to commencement of work. - Work area pre-planned and controlled. - Adequate physical barriers erected and mandatory warning signage erected to prevent unauthorized access to work area. - Restrict access to incomplete scaffolds, remove ladders and clearly mark with warning signage at possible access points. <i>While a scaffold is not available for use, including during its assembly, dismantling or alteration, it shall be marked with general warning signs in accordance with the Health and Safety (Safety Signs and Signals) Regulations 1996 and be suitably delineated by physical means preventing access to the danger zone.</i> - High standards of housekeeping to be always maintained - Client to consider use of alarm on temporary works structure, where required. - The base ladder will be removed at the end of each working shift until the staircase is complete and secured at the base of the scaffold. - The staircase will have a fence and a locked gate at all times to prevent third parties from entering the work area.	Low
Falling Object from Height	Scaffold Operatives Supervisors Contractors Materials Equipment Tools	Fatality Major/ Minor Injury Damage to Property	High	- Work must never take place over the heads of others. - Adequate physical barriers erected, and mandatory warning signage erected to prevent unauthorized access to work area. - Restrict access to incomplete scaffolds, remove ladders and clearly mark with warning signage at possible access points. - Raising or lowering of material carried out in a safe manner, i.e. Hand to hand - Small and loose materials to be transferred in bags to prevent items falling. - Never throw materials or allow them to drop. NO BOMBING as this is deemed to be Gross Misconduct. - Always maintain high standards of housekeeping. Safe and secure storage areas for materials when working at height. Never leave loose material in an upright position unless they are adequately restrained. Long materials to be stored flat. - A protective walkway will be erected the full length of the scaffold it will be double boarded sandwiched with sheeting in between the boards. - All scaffolders tools will be tethered to reduce the risk of tools falling.	Low
Falling Person from Height	Scaffold Operatives Supervisors	Fatality Major Injury	High	- Restrict access to incomplete scaffolds, remove ladders and clearly mark with warning signage at possible access points. - All operatives working at height issued with and trained in the use of full body harness, fall arrest twin tail lanyards and safety step when erecting and dismantling or altering all scaffolds. - All scaffold operatives will hold relevant CISRS card according to their role and experience and reinforced through mandatory 3-yearly refresher training - All scaffolds to be erected to SG4: Current Edition. Supervisor and line management to ensure compliance with SG4:. - There must always be one fleet of boards left on each none working lift, these boards must be hand railed and secured from moving. - All scaffolder to use safety helmets with chin straps. - External ladders must only be erected to the second lift (4m maximum) tied at the first lift and on the top handrails, tied with blue or ladder clips (ladders must not be tied with scaffold clips) - When erecting the 1200m lift there must be a handrail on the inside and outside of the scaffold lift. - When erecting the beams twin tail lanyards must be used at all times, there must always be one lanyard attached at all times. - Scaffolders will be clipped on when moving boards from one lift to the other, or when bending down below the single handrail to fix fittings. - Supervisor and line management to ensure the correct skills ratio of operatives within gang. - Scaffold labourers are only allowed to access the platform if it is fully boarded with double handrails toe boards and safe access. - Scaffold labourers are not allowed to erect dismantle or alter any scaffold. - Scaffold labourers are not allowed to work on roofs.	Low

Fall Protection Equipment Failure	Scaffold Operatives Supervisors	Fatality Major Injury Fall Person from height	High	- Carry out pre-use checks to harness and fall protection equipment. Tactile inspection of all webbing and straps. - Check all buckles and connectors for damage. - Ensure the harness is correctly tensioned and fitting; a two-finger test between the body and harness straps is correct. - Ensure all identification labels and numbers are legible and clearly displayed - Ensure rubber-housing sheaths are not worn or damaged. - Ensure correct anchor points are selected - Only trained and competent operatives to wear a full body harness and fall arrest lanyard - Store fall protection equipment correctly. Never drag across floor, dust contaminants will rot the webbing and stitching - Remember: A harness is a life-saving piece of equipment, treat it with respect - Ensure a daily examination is undertaken by the user, and a three monthly inspection is undertaken by the company.	Low
Stability of Scaffold	Scaffold Operatives Supervisors Visitors Contractors Third Parties	Full/ partial collapse Falling Object/ Person from height Damage to Property Fatality Major/ Minor Injury	High	- Agree specification of scaffolding with Client. Inspect proposed scaffold footprint prior to commencement of works - Scaffold will be designed and erected/ adapted and dismantled progressively in accordance with: - Construction (Design and Management) Regulations 2015 (Regulation 19, 'Stability of Structures') - Work at Height Regulations 2005 - BS EN 12810 (for System Scaffolding), BS EN 12811 TG20: Current Edition (for Tube and Fittings scaffolding) - All scaffolds will be erected in compliance with SG4: Current Edition TG4: Current Edition 5% or 3 ties minimum must be tested, the ties that have been tested must be tagged with the date, test load and location. - Defective equipment to be segregated. All defects reported. Special attention is required with scaffold boards, do not use any board that is split through, severely warped, damaged hoop ends - Client to ensure: - Scaffold is used in accordance with the loading specified on the hand-over certificate/ scaffold tag; material storage on scaffold is evenly distributed and kept to a minimum to prevent overloading - Scaffold is segregated from plant/ vehicle movements. Identify with black and yellow sleeving to act as visual aid for others - Scaffold foundation conditions are suitable for imposed loads prior to commencement of works and during life of scaffold. - No unauthorised modifications made to the scaffold by others, particularly by non-CISRS trained scaffold operatives (including ties, structural members, warning signage, barriers, etc). - On existing building 5 preliminary pull test must be undertaken the results of the testing must be sent to the design engineer so they can calculate the type of ties and the required proof test load of the ties.	Low
Work Equipment	Scaffold Operatives Supervisors	Fatality Major/ Minor Injury	High	- Do not use any work equipment that you are not trained and competent to do so - Check, before use, all electrical equipment is either battery powered or 110V with a current Portable Appliance Test Certificate	Low
Scaffold Operations	Members of the Public and			- Great care must be taken when working on this scaffold because of the interface with the public. - There are many foreign student and visitors in the work area who will not understand the risks associated with this type of work always think about your actions at all times.	Low
Environment	Operatives Supervisors Public	Pollution	Low	- Materials and equipment to be removed from site on completion of work activity. - Packaging materials to be segregated in appropriate waste bins or removed from site.	Low
Electricity	Scaffold Operatives Supervisors Contractors	Fatality Electrocution Fire	High	When working in proximity to electrical equipment and cables: - Assume the system is live until proven otherwise by competent person through Client's 'Permit to Work' certificate. - Ensure PPE is in good order and metal toe caps/steel midsoles are not showing through footwear. - Supervisor and line management to unequivocally establish if work is subject to Client's 'Permit to Work' system. - Ensure compliance with the requirements of Client's 'Permit to Work' certificate. 'High Voltage' is used to describe voltages of more than 1,000V AC or 1,500V DC. - Ensure operatives are aware of hazards from working with low and high voltage electrical equipment	Low
Noise	Scaffold Operatives Supervisors	Becoming deaf	High	All operatives using impact wrenches/ hammer drills and any operative not using impact wrenches working close must wear hearing protection.	Low

				- Whist drilling FPP3 Mask must be worn, operative will have undergone relevant, face fit testing & certification will be supplied - Hearing protection is mandatory if you work for this company	
Erecting and dismantling Layher System	Scaffold Operatives	Hit in the eyes by fragments flying of metal	High	All operatives erecting and dismantling and altering system System must use Light Eye Protection	Low

Russell's Construction Preliminary Pull out Testing operations	Scaffold Operatives	Becoming deaf / Noise / hit in the eyes by dust fragments	High	- Site.79 Mosley Street Operations will take place from Tagged & inspected access tower tied with raker tubes fully boarded double handrail platform to the Mosley Street/Princes street corner & scaffold step to the Back George Street elevation complete with chapter 8 barrier segregation , between the stated hours as referenced within this document - Platform will be accessed via integral ladder access - Only trained & certified operatives will carry out this operation - Operatives using the hammer drills and any operative not using Hammer Drill working close must wear hearing protection. - Whist drilling FPP3 Mask must be worn, operative will have undergone relevant, face fit testing & certification will be supplied - Drill will also be fitted with a dust extraction unit - Hearing protection is mandatory if you work for this company - Eye protection must be worn when carrying out this operation - Pull test carried in accordance with BDS 5744-01 Rev B & TG 4 19 (Anchorage systems for scaffolding) - Upon completion ties will be tagged with the date, test load and location & information supplied to BDS to enable production of full scaffold design	4605/-	
				Low		
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Full/partial collapse/structural failure, due to component failure	Scaffolders/ People working on the scaffold. People walking under the scaffold	Fatality, Major injury, Damage to Equipment, Property etc.	High	- All components to comply with the relevant British and European standards. - All materials to be subject to a thorough inspection periodically and general visual inspection before use by the Scaffolders. - Periodic inspection and servicing to be undertaken by yard staff to maintain the quality of the materials.	Low
Full/partial collapse/structural failure, due to overloading of the structure	Scaffolders/ People working on the scaffold. People walking under the scaffold	Fatality, Major injury, Damage to Equipment	High	- During erection and dismantling do not overload platforms with material. - Only store minimum amounts at height which will be used in the short term. - Never stand scaffold materials up against the scaffolding or building. - Install and remove ties and braces progressively.	Low
Manual Handling	Scaffold Operatives Supervisors	Strains and sprains Musculoskeletal disorders	Moderate	- Operatives to be competent and use good correct manual handling techniques. - Kinetic handling training given to operatives via CIRS training Guidance - Working methods and techniques must be suitably adapted to ensure a safe system of work is always followed. - Planning of manual handling in advance is crucial. - Install 'lookout' for access around corners and blind spots and to identify when safe to move materials and control traffic. - Raise/lower materials in a controlled hand-to-hand manner there must be good communication between all members of the gang. - Small and loose materials to be transferred in bags to prevent items falling. Bags will have a SWL of 40KG - Full PPE to always be worn (helmet, hi-visibility vest, glasses, gloves, protective boot with steel midsole and toecap). - Regular breaks taken from repetitive work activity. - Supervisor/ Charge hand to ensure work tasks are varied to avoid repetition. - Each operation must be planned. Never carry anything without a clear field of vision ahead of you. - Always consider the Task, Individual, Load and The Environment (TILE). - Access/ egress routes maintained and always kept free from obstruction, if there are members of the public or other contractors in your work area stop until it is safe to carry on. - Operatives never to exceed their physical capabilities. Always ask for help if the load is too heavy, bulky or hazardous. — Lift with your legs — Not your back. You only have one back, look after it!	Low
Material Storage	Scaffold Operatives Supervisors Contractors	Slips, trips and falls Falling materials Collision/ Impact	High	- Agreed designated storage areas to be agreed and established on site with Client in advance, this will be the loading tower. - Lookout employed when walking material from lorry across public thoroughfares. Traffic cones or barriers around lorry and to the rear to safeguard off-loading/ loading. There will be a none working Supervisor on site at all times to monitor the safe working procedures. - Materials will be moved onto the scaffold as soon as possible to ensure there is sufficient space for the next load. - The loading tower must not be overloaded with materials. - All materials stored on vehicle, or in designated storage area only. - Adequate physical barriers erected, and mandatory warning signage erected to prevent unauthorized access to work area. - Safe segregated pedestrian routes established around work areas - Good housekeeping standards always maintained. Keep material stored in good order, segregated and in size order. Never leave long material in an upright position, store flat (i.e. long tube and boards). All loose materials cleared at the end of each working day - Raise/lower materials in a controlled hand-to-hand manner. When raising or lowering materials over public thoroughfare pedestrians will be physically prevented from entering lifting zone. - Small tubes and fittings will be carried from the vehicle up the staircase, only three small tubes at any one time all fittings will be carried in fitting bags SWL 40KG. - Never throw materials or allow them to drop. NO BOMBING	Low

Slips & Trips	Scaffold Operatives Supervisors	Slips, trips and falls	Moderate	Site and Access/Egress routes: - All operatives to follow site instruction explained in site induction. PPE to always be worn - Segregation of public, pedestrians and operatives from vehicular/ plant movements is a priority - Safety footwear with protective steel mid sole and toecap worn by all operatives, compliant to BS-EN 20345, kept in good condition. - Safe access/ egress routes designated and well lit. - All access/ egress routes are planned and adhered to. - Never leave any materials on the ground below or at the side of the scaffold. Scaffold Structures - Cover excessive gaps in working platforms using Scaff gap, Plywood, Cordex where there is a risk of materials falling and putting others at risk. - Ensure toe boards are in place on all lifts and angle inwards to maintain close boarding. - Minimise lapped boards to returns only, no lapped boards on working platforms	Low
Access to Work Area & Scaffold Structures	Scaffold Operatives Supervisors Public Visitors	Fatality Major/ Minor injury Slips, Trips & Falls Fire	High	- Pre inspection of all work areas to remove hazards prior to commencement of work. - Work area pre planned and controlled. - Adequate physical barriers erected and mandatory warning signage erected to prevent unauthorized access to work area. - Restrict access to incomplete scaffolds, remove ladders and clearly mark with warning signage at possible access points. <i>While a scaffold is not available for use, including during its assembly, dismantling or alteration, it shall be marked with general warning signs in accordance with the Health and Safety (Safety Signs and Signals) Regulations 1996 and be suitably delineated by physical means preventing access to the danger zone.</i> - High standards of housekeeping to be always maintained - Client to consider use of alarm on temporary works structure, where required. - The base ladder will be removed at the end of each working shift until the staircase is complete and secured at the base of the scaffold. - The staircase will have a fence and a locked gate at all times to prevent third parties from entering the work area.	Low
Falling Object from Height	Scaffold Operatives Supervisors Contractors Materials Equipment Tools	Fatality Major/ Minor injury Damage to Property	High	- Work must never take place over the heads of others. - Adequate physical barriers erected, and mandatory warning signage erected to prevent unauthorized access to work area. - Restrict access to incomplete scaffolds, remove ladders and clearly mark with warning signage at possible access points. - Raising or lowering of material carried out in a safe manner, i.e. Hand to hand - Small and loose materials to be transferred in bags to prevent items falling. - Never throw materials or allow them to drop. NO BOMBING as this is deemed to be Gross Misconduct. - Always maintain high standards of housekeeping. Safe and secure storage areas for materials when working at height. Never leave loose material in an upright position unless they are adequately restrained. Long materials to be stored flat. - A protective walkway will be erected the full length of the scaffold it will be double boarded sandwiched with sheeting in between the boards. - All scaffolders tools will be tethered to reduce the risk of tools falling.	Low

Falling Person from Height	Scaffold Operatives Supervisors	Fatality Major Injury	High	- Restrict access to incomplete scaffolds; remove ladders and clearly mark with warning signage at possible access points. - All operatives working at height issued with and trained in the use of full body harness, fall arrest twin tail lanyards and safety step when erecting and dismantling or altering all scaffolds. - All scaffold operatives will hold relevant CISRS card according to their role and experience and reinforced through mandatory 3 yearly refresher training - All scaffolds to be erected to SG4: Current Edition. Supervisor and line management to ensure compliance with SG4:. - There must always be one fleet of boards left on each non working lift, these boards must be hand railed and secured from moving. - All scaffolder to use safety helmets with chin straps. - External ladders must only be erected to the second lift (4m maximum) tied at the first lift and on the top handrails, tied with blue or ladder clips (ladders must not be tied with scaffold clips) - When erecting the 1200m lift there must be a handrail on the inside and outside of the scaffold lift. - When erecting the beams twin tail lanyards must be used at all times, there must always be one lanyard attached at all times. - Scaffolders will be clipped on when moving boards from one lift to the other, or when bending down below the single handrail to fix fittings. - Supervisor and line management to ensure the correct skills ratio of operatives withingang. - Scaffold labourers are only allowed to access the platform if it is fully boarded with double handrails toe boards and safe access. - Scaffold labourers are not allowed to erect dismantle or alter any scaffold. - Scaffold labourers are not allowed to work on roofs.	Low
Fall Protection Equipment Failure	Scaffold Operatives Supervisors	Fatality Major Injury Fall Person from height	High	- Carry out pre use checks to harness and fall protection equipment. Tactile inspection of all webbing and straps. - Check all buckles and connectors for damage. - Ensure the harness is correctly tensioned and fitting; a two finger test between the body and harness straps is correct. - Ensure all identification labels and numbers are legible and clearly displayed - Ensure rubber housing sheaths are not worn or damaged. - Ensure correct anchor points are selected - Only trained and competent operatives to wear a full body harness and fall arrest lanyard - Store fall protection equipment correctly. Never drag across floor, dust contaminants will rot the webbing and stitching - Remember: A harness is a life saving piece of equipment, treat it with respect - Ensure a daily examination is undertaken by the user, and a three monthly inspection is undertaken by the company.	Low
Stability of Scaffold	Scaffold Operatives Supervisors Visitors Contractors Third Parties	Full/ partial collapse Falling Object/ Person from height Damage to Property Fatality Major/Minor Injury	High	Agree specification of scaffolding with Client. Inspect proposed scaffold footprint prior to commencement of works - Scaffold will be designed and erected/ adapted and dismantled progressively in accordance with: - Construction (Design and Management) Regulations 2015 (Regulation 19, "Stability of Structures") - Work at Height Regulations 2005 - BS EN 12810 (for System Scaffolding), BS EN 12811 TG20: Current Edition (for Tube and Fittings scaffolding) - All scaffolds will be erected in compliance with SG4: Current Edition TG4: Current Edition 5% or 3 ties minimum must be tested, the ties that have been tested must be tagged with the date, test load and location. - Defective equipment to be segregated. All defects reported. Special attention is required with scaffold boards, do not use any board that is split through, severely warped, damaged hoop ends - Client to ensure: - Scaffold is used in accordance with the loading specified on the hand over certificate/ scaffold tag; material storage on scaffold is evenly distributed and kept to a minimum to prevent overloading - Scaffold is segregated from plant/ vehicle movements. Identify with black and yellow sleeving to act as visual aid for others. - Scaffold foundation conditions are suitable for imposed loads prior to commencement of works and during life of scaffold. - No unauthorised modifications made to the scaffold by others, particularly by non CISRS trained scaffold operatives (including ties, structural members, warning signage, barriers, etc). - On existing building 5 preliminary pull test must be undertaken the results of the testing must be sent to the design engineer so they can calculate the type of ties and the required proof test load of the ties.	Low

Work Equipment	Scaffold Operatives Supervisors	Fatality Major/Minor Injury	High	- Do not use any work equipment that you are not trained and competent to do so - Check, before use, all electrical equipment is either battery powered or 110V with a current Portable Appliance Test Certificate	Low
Scaffold Operations	Members of the Public and			- Great care must be taken when working on this scaffold because of the interface with the public - There are many foreign student and visitors in the work area who will not understand the risks associated with this type of work always think about your actions at all times	Low
Environment	Operatives Supervisors Public	Pollution	Low	- Materials and equipment to be removed from site on completion of work activity - Packaging materials to be segregated in appropriate waste bins or removed from site	Low
Electricity	Scaffold Operatives Supervisors Contractors	Fatality Electrocuting Fire	High	When working in proximity to electrical equipment and cables: - Assume the system is live until proven otherwise by competent person through Client's 'Permit to Work' certificate. - Ensure PPE is in good order and metal toe caps/steel midsoles are not showing through footwear. - Supervisor and line management to unequivocally establish if work is subject to Client's 'Permit to Work' system. - Ensure compliance with the requirements of Client's 'Permit to Work' certificate. 'High Voltage' is used to describe voltages of more than 1,000V AC or 1,500V DC. - Ensure operatives are aware of hazards from working with low and high voltage electrical equipment	Low
Noise	Scaffold Operatives Supervisors	Becoming deaf	High	- All operatives using impact wrenches and any operative not using impact wrenches working close must wear hearing protection. - Hearing protection is mandatory if you work for this company.	Low
Erecting and dismantling Layher System	Scaffold Operatives	Hit in the eyes by fragments flying of metal	High	All operatives erecting and dismantling and altering system must use Light Eye Protection	Low

Dismantle Plan

Put a tick for YES Put for NO

The above scaffold has Pass/Failed the inspection before Dismantling or Adaptations for the following reasons:			
☐ Scaffold ties in place ☐ Scaffold structure damaged ☐ Foundations undermined ☐ Scaffold boards removed ☐ Working platform handrails in place ☐ SG4: Handrails in place ☐ Scaffold fittings removed	☐ Ladders in place ☐ Ladder tied correctly ☐ Ladders damaged ☐ Brick-guards in place ☐ Toe boards in place ☐ All braces in place ☐ Staircase in place	☐ Staircase in safe condition ☐ Toe boards on landings ☐ Staircase tie correctly ☐ Scaffold overloaded ☐ Platform not cleared of debris ☐ No record of inspections ☐ Other please state below	
Details of the issues observed- which do not make it possible to dismantle the scaffold safely?			
Action taken	Yes	No	If 'NO' then please give the reason
Works stopped			
Area made safe			
Photos taken			
Site management informed			
Manager/Supervisor informed			
Name:			Signature:
		Sheet No:	

Site Manager's Acknowledgement of reason/s why the scaffold can not be dismantled safely:			
Name:		Signature:	
Date:		Time:	

