

Scaffold Safety & Quality Requirements

14 February 2024 –Revision 3

Basic vs Design

- Any scaffolds that are not Basic must have a design and calculation done by a structural engineer which must be done **BEFORE** the scaffold erection starts
- Where the site condition require deviation from a Basic Type Scaffold, confirmation should be sought from a Structural Engineer which must confirm in writing that the structure is safe
- Scaffolds must be built in accordance with TG20-21 and following SG4-22, a compliance sheet must be given to the Person In Charge upon completion, on ALL basic scaffolds.
- Any Add-ons under the TG20-21 must have their independent compliance sheet.
- Handover certificates must be received at the handover stage for all scaffolds.
- Gyn wheels and electric hoists must have a thorough examination certificate done recording the serial number of the equipment which must be provided upon handover if it is to be used by other trades
- The Scaffolding Contractor should be informed in advance if a rubbish chute, proprietary staircases, Mono flex, conveyor belt, mechanical hoist will be attached to the scaffolding or any scaffold structure that falls outside the 'compliant scaffold' criteria in TG20 or similar guidance from manufacturers of system scaffolds as these items will require a design.

Competency

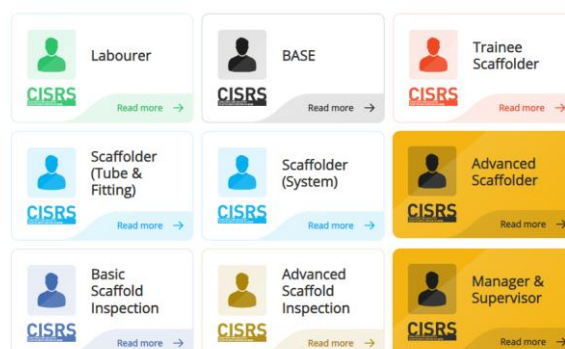
When employing a company to carry out scaffolding works it is essential that the company and its workers are competent. Competency includes:

- Knowledge of the work being undertaken
- Experience of the latest techniques, standards, and materials so that the work can be carried out safely. This would ideally be through membership to a relevant trade organisation so that they are updated regularly on changes to legislation and standards.
- Training or accreditation by a recognised training body.
- When building designed scaffolds an Advanced Scaffolder must be always on site.
- All scaffolders must follow the [SG4:22 Guidance](#) when building/dismantling scaffolds.

Training should include safe working practices as well as health and safety issues relating to their work such as COSHH (Control of Substances Hazardous to Health), asbestos, manual handling, risk assessments, work at

height and work at height rescue.

CISRS Cards



CISRS Online Card Checker

Processed CISRS applications can be found on the online card checker which is now available at <https://www.nocnjobcards.org/card-checker/>

Risk Assessments & Method Statements (RAMS)

RAMS are designed to ensure everyone who can be affected by the activity is considered and hazards are eliminated at source or if this is not possible the risks should be controlled and reduced as far as is reasonably practicable to an acceptable level, to ensure accidents and incidents do not occur.

A Risk Assessment (RA) is a process of establishing what could cause harm, who may be harmed, what the potential of the hazard and the people coming together are, what standard controls are in place, and does the hazard's location / environment present additional risks. The competent person will decide on what can be done and will detail the residual risks and the required control measures.

The RA is usually done in conjunction with a Method Statement (MS), which is also sometimes called a Plan of Work or a Scaffold Assembly, Use & Dismantle Plan (AUD). A Method Statement (AUD Plan) is a systematic process of listing the steps required to complete an activity; this is done in sequential order, and is usually undertaken in conjunction with a RA, to produce a RAMS (often also described as a Safe System of Work)

Only when the RAMS are completed, reviewed, and briefed to the workforce, can works commence.

For more information follow [SG7:19 Guidance](#)

Rescue procedures

The legal requirement for rescue is specified in the 'Work at Height Regulations 2005' and require every employer in selecting work equipment for use in work at height to take account of the need for easy and timely evacuation and rescue in an emergency. Scaffolders may need to be rescued from height for several reasons, for example operatives who have suffered a heart attack on a working platform and those who have injuries because of slips/trips or pulled muscles.

If a person falls and is suspended in their safety harness, restriction of movement or loss of consciousness must be anticipated, so they must be rescued extremely quickly. The aim should be to keep the post fall suspension time to a minimum by getting the person back to a position of safety as soon as possible.

The scaffolding contractors must have the assess and implement the rescue plan as part of their RAMS prior starting work on site.

For more information follow [SG19:17 Guidance](#)

Traffic Safety and Loading/unloading from lorries

- Vehicles need to be parked within exclusion zone/directly outside or as close to property as possible. No material storage on site.
- The subcontractor to ensure that access and egress routes are marked, and signposted and a competent person will supervise the safe movement of the vehicles, particularly when reversing manoeuvres are undertaken when on site.
- All delivered materials to the site will be stacked and arranged in an accessible manner to enable it to be unloaded or be loaded safely from the ground. If this is not possible to be sent with the regulatory fall base edge protection system as standard.
- All pedestrian footpaths must be maintained all time. Staff to barrier off or segregates if others are working near the designated parking/pull-up area.
- Scaffold components and materials are not to be stored on the pavements or where are at risk of falling or causing trip hazards.
- The lorry drivers to comply with high-visibility clothing at all times.
- Segregation and signage needed behind the lorries to protect scaffolders when loading offloading materials

- Loading/ unloading must be done preferably from the ground when this is not possible Safe system of work must be in place to prevent operative from falling. Same applies if you have lorries with tailgate lifts.

For more information follow [SG30:17 Guidance](#)

For more Traffic Safety information read the [NASC \(National Access & Scaffolding Confederation\) Safety Bulletin: Safe Loading/Unloading of scaffolding vehicles on a public road](#)

Public protection

- Safety netting, sheeting or brick guards may be needed on some scaffolds where the person in charge requests it.
- All pavement lifts where the general public are likely to come into contact with them are to be covered in light coloured Styrofoam which is to be tied to the standards using zip ties
- All scaffolds where there is a chance of operatives, residents, the general public of walking along side it must have a fan fitted which is to be double boarded and sheeted
- Where the pavement lift allows operatives, residents, the general public, etc. to walk under it, this is to be double boarded and sheeted
- All scaffolds that span above entrances and doorways must also have a fan fitted above those areas which is also to be double boarded and sheeted
- Scaffolders must follow the [SG34:17](#) Guidance at all times.

Housekeeping, Storage of materials

- Make the work area safe and without risk of injury to workers, residents, public, etc
- Do not leave materials unsupervised in the road or on the pavement.
- No bombing of materials from ANY height, materials must be lowered safely using a suitable container
- No loose tubes or boards should be left leaning against any structure unattended or unsecured.

Access/egress

- All scaffold access points must be created to mirror one of the below images unless there are exceptional circumstances where any deviation requires prior approval from Axis
- All scaffolds that have 2 or more boarded lifts must have the ladders hatches no smaller than 450mm wide and 600mm long
- Ladders must be placed at an angle of between 65-75 degrees and be secured to the structure at both sides
- The ladders provided by yourselves must be in good condition and properly secured against moving using ladder clips or NASC approved ladder ties.



General Scaffold requirements

- A gap of no more than 50mm should be present on all lifts and this gap must only be at the inside standard, if a service gap is required, this must be a specific requirement from Axis
- Scaffolds must be tied in correctly and sufficiently to the structure or stabilised using rakers if the scaffold is no higher than 5 m (maximum 2 lifts)
- Scaffold tubes must not overhang the scaffold by more than 150mm
- Boards should overhang each end support by at least 50mm but by not more than four times the thickness of the board.
- Joints in standards should be staggered, so that adjacent standards are not joined within the same lift level
- Joints in ledgers should be staggered, so that adjacent ledgers do not meet in the same bay

Fragile roofs

22% of all fatal accidents are because of falls through fragile surfaces. Typical fragile surfaces include; roof lights, non-reinforced fibre cement sheets, corroded metal sheets, glass (including wired glass), slates and tiles.

All roofs should be assumed to be fragile until a competent person has confirmed that they are not.

Where work is to be carried out from flat or sloping roof, there is always a risk of persons or materials falling from the edge and therefore suitable edge protection and safe system of work must be in place.

Where possible you should not work near fragile materials. If this is not possible then the area needs to be clearly identified, the information recorded, and measures put in place to prevent or minimise the effect of a fall. The recommended hierarchy for working on fragile roofs is:

- To work underneath the roof using a suitable work platform
- If access cannot be avoided, perimeter edge protection should be installed with staging to spread the load. If work is not taking place on the staging or platform with guardrails, then safety nets or a harness system should be used.
- If harnesses are being used, ensure there are adequate anchorage points and proper training, and supervision is undertaken. Harnesses and lifeline systems must only be used if you are sure there is adequate clearance around the area.

Workers must be properly supervised and trained and a safe working platform as well as safe access be provided. For example, guardrails or coverings can be used to prevent someone who is working near to or passing by fragile material from falling through. Demarcation or boundaries placed at least 2m from the fragile material can be used to identify safe areas.

Working around gas flues, gas pipes and gas fire chimneys

People can be exposed to carbon monoxide if a flue is damaged, blocked, restricted, badly fitted or poorly serviced and so roofing contractors need to make sure they have taken the proper precautions and advice should they come across a flue.

- During your initial survey, look for any suspect flue and include the potential cost for a Gas Safe Registered engineer in your quote.
- Check if your work requires a permit.
- Assume all flues are live.
- Carry out a risk assessment, not only for the safety of the customers within the property where the appliance is located, but also for you and your team.
- Contact a Gas Safe Registered engineer for advice before starting work.
- If anyone is asked to work on a flue system, then they **MUST** be Gas Safe Registered.
- **STOP WORK** if during your works you come across a potentially live gas flue that you were not aware of and take advice from a Gas Safe Registered engineer.
- **STOP WORK** if you suspect that gas safety has been compromised and contact a Gas Safe Registered engineer. This is essential if you have disturbed or damaged a gas flue.

Clearance around the gas flue and gas pipes

- When building the scaffold an initial survey must be in place with the location of the gas flues and gas pipes and communicated to the scaffolding team
- Clearance around a gas flue must be 300mm by 300mm by 300mm unless specified otherwise by the boiler manufacturer
- Avoid building the scaffold decking right underneath or right above the gas pipes, gas pipes must have sufficient clearance around them, and scaffold boards must be secured against movement.
- Residents must be allowed unrestricted access to their gas, electric or any other necessary access, free of hazards.
- Any accidental damage must be reported **IMMEDIATELY** to Axis Management, the boiler will be made safe, and a Gas Safe Engineer will be on site to assist.

PPE (Personal Protective Equipment)

- Operatives must wear full PPE when carrying out scaffolding operations which must include, steel toe cap boots, hard hat, gloves, hi vis vest/jacket and they must have an Axis ID on their person, at all times whilst on site
- Operatives must wear a harness and be clipped in when working at height where a suitable collective fall measure is not in place
- Operatives must wear a harness whilst working at a height of more than 2 m and must be clipped on to the scaffold structure from a suitable point
- Scaffolders must follow the [SG4:22](#) Guidance at all times

Signage

- All scaffolds should have signage put up which should include scaffold company details, “no unauthorised access to scaffold”, “keep off scaffold”, “men working at height”, these signs should be visible once every 5 linear metres

These requirements are being implemented in an attempt to reduce the number of incidents and complaints we are having. This will improve the quality of your scaffolds and the general service that you provide to Axis Europe.

Please communicate these requirements to all of your operatives

Axis Health & Safety