

Super-Swing Mason's Multi-Point Adjustable Scaffold Safety Guidelines

Scaffold safety is everyone's responsibility. Everyone's safety depends upon the design, erection, use and dismantling of scaffold by **Competent Persons only**. Inspect your scaffold before each use to see that the assembly has not been altered and is safe for your use.

⚠ WARNING
SERIOUS INJURY OR DEATH CAN RESULT FROM YOUR FAILURE TO FAMILIARIZE YOURSELF AND COMPLY WITH ALL APPLICABLE SAFETY REQUIREMENTS OF FEDERAL, STATE, PROVINCIAL AND LOCAL REGULATIONS. UNDERSTAND THESE SAFETY GUIDELINES AND THE ASSEMBLY/ OPERATION INSTRUCTIONS BEFORE ERECTING, USING OR DISMANTLING THIS SCAFFOLD.

Safety must come first!

Safway® equipment is designed and manufactured with the user in mind. The safety that goes into each piece of equipment, however, cannot offset carelessness on the part of the erector or the user. **Follow these safety guidelines in order to prevent injury** to the users of Safway® equipment.

Scaffold design must include analysis of load carrying members by properly qualified personnel. Safway® component load capacity and weight information is available from Safway. Scaffold must be erected, used, moved and disassembled only under the supervision of Competent Persons.

⚠ WARNING
IF EXPOSED TO THE POSSIBILITY OF A FALL DURING RIGGING, PROPERLY ATTACHED FALL ARREST OR PREVENTION EQUIPMENT MUST BE USED.

I. Erection of Super-Swing Mason's Multi-Point Adjustable Scaffold

A. Prior to Erection

1. Each scaffold shall be installed or relocated under the supervision of a Competent Person.
2. Read and fully understand the installation drawings before beginning work. If you have any questions, consult with your local Safway branch.
3. Read the assembly and operating instructions provided with the hoist equipment and follow them at all times. Before installation, assure roof or supporting structure is capable of safely supporting at least 4 times the rated load of the hoist and rigging equipment.
4. All equipment must be inspected to see that it is in good working condition and serviceable. Damaged or deteriorated equipment must not be used.

B. Erection

1. All outrigger beams shall be set and maintained with their webs in a vertical position.

⚠ WARNING
ALL OUTRIGGER BEAMS USED TO SUPPORT THE SUSPENSION WIRE ROPES MUST BE PROPERLY ANCHORED PER THE INSTALLATION DRAWINGS TO PREVENT A CATASTROPHIC FAILURE OF THE SUSPENDED SCAFFOLD.

2. A stop bolt shall be placed at each end of every outrigger beam.
3. The outrigger beams shall rest on suitable wood bearing blocks which are perpendicular to the outrigger beams.
4. Overhang of outrigger beams shall not exceed the maximum allowable dimension as shown on the installation drawings.
5. Outrigger beams must be secured to the supporting structure to prevent uplifting and overturning and must be restrained from movement.
6. Handle all equipment with care, and prevent wire ropes from becoming kinked. **Do not** drop equipment during handling, loading or unloading. **Do not** install or use damaged equipment.
7. Connection of wire rope to the rigging must be made with proper fittings designed for that purpose. **Never** wrap wire ropes around overhead rigging or use makeshift devices. Hoisting machines on Multi-Point suspension scaffolds must be located on the same centerline as rigging.
8. Assure outrigger beam is adequately restrained at the building face support.
9. When installing the hoisting machines, make sure wire ropes are long enough to extend from the highest point of support to the lowest point of the structure or ground. When jumping the rigging, the free end of the wire rope must be rigged to prevent lowering of the scaffold beyond the end and allow the end of the wire rope to rotate freely to prevent kinks.

⚠ WARNING
DO NOT SECURE THE BOTTOM END OF THE WIRE ROPE USED TO SUSPEND THE SCAFFOLD. WIRE ROPE CAN BECOME KINKED AND BREAK IF THE BOTTOM END IS PREVENTED FROM ROTATING FREELY AS THE SCAFFOLD IS RAISED AND LOWERED.

10. **Do not** install scaffolds in the vicinity of power lines until the power service company has been contacted and the electrical power has been disconnected.

11. **Never** install scaffolds in the vicinity of exposed electrical circuits until it is assured that such exposed circuits cannot affect any part of the scaffold assembly.
12. Assure platforms and toeboards are properly installed and platforms are secured to the frames. Make sure that guardrails and midrails are properly installed on all open sides and ends of the work platform. Use mesh screen between guardrail and toeboards where required.
13. Install overhead protection when a falling object hazard exists.
14. When using a multi-level suspension scaffold, access to each level must be provided. Open sides and ends in the access area (bay in which ladder or stair is located) must be guardrailed to prevent those using the access from falling off the scaffold.

II. Use of Super-Swing Mason's Multi-Point Adjustable Scaffold

1. All damaged equipment shall be tagged and set aside. Notify your employer immediately so it is not used by others.
2. **Do not use** suspended scaffolds in corrosive atmosphere or with corrosive chemicals. Wire ropes, aluminum platforms, and other parts of the scaffold are susceptible to serious damage if exposed to fire, undue heat, corrosive atmospheric conditions or corrosive chemicals. Take precautions to protect wire ropes when using welding equipment. If exposure to these conditions occurs or is suspected, immediately discontinue use of the scaffold.
3. Periodically inspect the wire rope for damage and wear. **Inspect** and **test** hoists each time before use and/or after re-rigging.
4. Inspect rigging, platform and hoists each time before use to make sure the equipment has not been altered.
5. Restrain platform from movement during use or when not being moved.
6. If damage or defects develop in the wire ropes, hoisting machines or other scaffold components, discontinue use immediately.
7. **Never** use scaffolds in the vicinity of exposed electrical circuits or power lines until it is assured that such exposed circuits or power lines cannot affect any part of the scaffold assembly.
8. Impose load on suspended scaffolds gently and without impact. **Do not** load equipment beyond recommended load capacities.
9. **Do not** weld from a Mason's Multi-Point adjustable scaffold unless Safway's Engineering Department has been contacted and job site specific instructions have been provided and implemented.

10. Ensure that periodic lubrication and other specified maintenance procedures are fully complied with. Never **alter, remove, or substitute parts or components of the hoisting machine or scaffold.**

⚠ WARNING

SAFE USE OF THIS EQUIPMENT REQUIRES THAT:

- 1. INSTALLATION DRAWINGS FOR THE SPECIFIC JOB SITE HAVE BEEN PREPARED UNDER THE SUPERVISION OF A PROFESSIONAL ENGINEER (P.E.).**
- 2. A PROFESSIONAL ENGINEER (P.E.) HAS DETERMINED THAT THE SUPPORTING STRUCTURE, AS IT EXISTS OR AS MODIFIED, CAN SAFELY ACCOMMODATE THE LOADS THIS EQUIPMENT WILL IMPOSE UPON IT.**
- 3. A COMPETENT PERSON MUST SUPERVISE ITS INSTALLATION, RELOCATION AND USE.**

⚠ WARNING

SEVERE INJURY OR DEATH CAN RESULT FROM IMPROPER USE OR ASSEMBLY OF HOIST SUSPENDED SCAFFOLD PRODUCTS. DO NOT USE THIS SCAFFOLD UNLESS YOU HAVE PERSONALLY DETERMINED THAT:

- **YOU HAVE READ AND UNDERSTAND THE OPERATION MANUAL.**
- **THE ROOF SUPPORT SYSTEM IS COMPLETE, PROPERLY ANCHORED AND NOT OVERLOADED.**
- **HOISTS ARE NOT OVERLOADED.**
- **PLATFORMS ARE COMPLETE AND NOT OVERLOADED.**
- **GUARDRAILS ARE PROPERLY INSTALLED.**

ERECTION AND USE OF HOIST SUSPENDED SCAFFOLD PRODUCTS MUST COMPLY WITH SAFWAY'S INSTRUCTIONS, OSHA, AND OTHER APPLICABLE CODES. COPIES ARE AVAILABLE FROM SAFWAY WITHOUT CHARGE.

III. Dismantling Super-Swing Mason's Multi-Point Adjustable Scaffold

The following additional precautions apply when dismantling scaffolds:

1. Check to see if scaffold has been altered in any way which would make it unsafe. If so, reconstruct where necessary before beginning the dismantling process.
2. Do not remove or loosen outrigger beams before suspended scaffold has been removed.
3. Do not accumulate removed components on the scaffold.
4. Lower components in a safe manner as soon as dismantled. Do not throw components off scaffold.
5. Stockpile dismantled equipment in an orderly manner.
6. Remove scaffold components immediately after detaching from scaffold.

Understanding and following these safety guidelines will increase your personal safety and the safety of your fellow workers.

Footnote: Additional instructions and information are available from Safway regarding:

- Training & software resources
- Competent Person training
- Step-by-step erection and disassembly videos
- Individual & group training CD programs
- Safety guidelines for each product line
- Material management & utilization software
- Equipment estimating & drafting software

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