


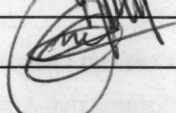
THENJIWE SUPPLIES & REPAIRS

Reference Number	TSR/SOP/010
Implementation Date	03.12.2018
Revision / Amendment Number	0
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SAFE OPERATING PROCEDURE FOR SCAFFODING



SAFE OPERATING PROCEDURE FOR SCAFFOLDING

	Position / Name	Signature	Date
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1. PURPOSE

To ensure work is carried out in a safe manner as to minimise the risk of accident and / or injury.

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2. SCOPE

This procedure addresses the placement and use of scaffolding

3. RESPONSIBILITIES

Supervisors

Supervisors must ensure that all personnel follow this operating procedure and that pre-work risk assessments are completed prior to any work commencing.

4. PPE REQUIREMENTS

Gloves	
Hard hat	
Safety shoes	
Safety goggles	
Overall	
Dust mask (Depending on area)	
Ear Protection	
Safety Harness	

5. GENERAL

Protecting workers from injuries associated with erecting and working with scaffolding.

6. PROCEDURE

APPLICATION

All scaffolding used shall be erected, maintained and dismantled by a competent worker, in accordance with manufacturer's specifications and legislation.

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PROTECTIVE MECHANISMS

Manufacturers' specifications. Fall protection devices. Safe work procedure. PPE. ERP (Emergency Response Plan)

SELECTION AND USE

As per safe job procedure
Manufacturers specifications

SUPERVISOR RESPONSIBILITY

Supervisors are responsible to facilitate and/or provide proper instruction to their workers on protection requirements and training Determine the type of scaffold required

WORKER RESPONSIBILITY

1. Ensure grounding on a firm and level base.
2. Maintain the established minimum clearances from all power lines.
3. Provide a safe access ladder.
4. Ensure scaffold has a platform perimeter handrail.
5. Anchor or tie a *free standing* scaffold according to legislation.
6. Do not use a ladder sloped against the side of a scaffold at any time.
7. A toe board is required on all platforms.
8. Ensure tube and clamp modular construction is utilized. Wood construction is to be used only when absolutely necessary.
9. Ensure proper safe scaffold tags are installed.
10. Utilize a tag line when hoisting material.
11. Minimize tools, material on the platform.
12. Ensure a hand line with a tool bag for tools is utilized.
13. When working at 1.8m, fall protection system must be used.
14. Follow scaffold safe work procedure step by step.

7. REFERENCE

Occupational Health & Safety Act (85 of 1993) and regulations as amended
General Safety Regulations
Construction Regulation 2014

8. SUPPORTING DOCUMENTS

Baseline Risk Assessment
Pre-use scaffolding inspection