

Multi-function Scaffold Safe Work Procedure

Only competent persons, capable of recognizing and avoiding scaffold hazards, should erect, inspect, move, and operate this product. Failure to properly use and assemble may lead to personal injury or death.



Before using this product, carefully read, understand and follow this Safe Work Procedure. Save this document for future reference. It contains important safety information.

Safe Use

Failure to read and follow instructions could lead to serious injury or death!

This product conforms to all applicable sections of ANSI 10.8 – 2011 – Scaffold Safety Requirements – Section 11 – Manually Propelled and Prefabricated Mobile Scaffolds. The end user must ensure that all local regulations are being followed at all times.

The Scaffold Depot Multi-function Scaffold has a maximum intended load rating of 1,000lbs and is rated “special duty” as described in ANSI A10.8 Section 5.1.2.3.6. The Scaffold Depot Multi-function has been independently tested and verified by Intertek (test report AU11084056-1) with a test load of 4,000 lbs to yield a 4:1 safety factor.

Scaffold Depot does not recommend stacking Multi-function Scaffolds more than 2 units high, as there is increased potential for the work platform height to exceed the allowable 3:1 maximum height regulation. End user must check with the authority having jurisdiction that all requirements are being met. Ensure local, provincial, state, or federal standards are being followed.

Danger: Scaffold Depot Multi-function Scaffold components are made of highly conductive material. Do not use this unit near power lines or other electrical equipment. Always maintain a minimum safe working distance from all electrical hazards.

Warning: Never use scaffolding if you are taking prescription medication or are under the care of a physician.

Never attempt to use while under the influence of drugs or alcohol. Medications, illegal drugs or alcohol will impair your ability to work safely on this product.

Never combine or mix Scaffold Depot Multi-function Scaffold components such as frames, cross members, platforms, guardrails or casters, with components from other manufacturers. Use only Scaffold Depot components to replace damaged or worn components.

Acids are corrosive. Do not expose unit to corrosive substances.

Never stand on the guardrail or use any component of the guardrail to gain additional height.

Never add a ladder, chair or box onto a Multi-Function Scaffold platform to gain additional height.

Never place a Scaffold Depot Multi-function Scaffold on a scissor lift or other aerial equipment to gain additional height.

As per ANSI A10.8-2011, 4.7- Guardrails are to be installed when the platform height exceeds 10' above the ground or floor with the following exceptions:
1) During erection and dismantling of scaffolding (additional fall protection may be required)

To ensure stability, install Multi-function outriggers with casters to the bottom of the frames. Outriggers are required accessories on units without hatch decks, when platform height is set above 3'.

Always lock all casters prior to ascending.

Below heights of 36", the deck may be accessed by sitting on the platform, and swinging your legs onto the work platform, then standing up.

Above a working heights of 36" refer to page 6 of this Safe Work Procedure "Climbing a Multi-Function Scaffold"

Always maintain three point contact with the ladder. Do not create a swaying motion when climbing.

Never attempt to move a Multi-function scaffold while standing on the work platform. Do not attempt to scoot yourself along while standing on the work platform to move the unit from one location to another.

Always inspect all components prior to assembling a scaffold. Any debris found inside channels must be removed prior to placing work platform onto the cross members. Once the platform is on the channels, inspect to make sure the platform is seated properly. The metal banding which surrounds the plywood platform should not be visible above the vertical lip of the cross member channel.

Always lock casters prior to using a Multi-function scaffold.

Base dimension is twice the distance from the center line of the scaffold, to the caster with the shortest extension. Adding outriggers to one side of the Multi-function scaffold does not increase base dimension.

Conformance with ANSI A10.8 – 2011 Scaffold Safety Requirements

The Scaffold Depot Multi-function Scaffold (SDMFS) conforms with Section 11 “Manually Propelled and Prefabricated Mobile Scaffolds” of ANSI A10.8 – 2011 Scaffolding Safety Requirements. The SDMFS is a “Specially designed scaffold of a “truss and platform” design as noted in ANSI A10.8 – 2011 s.11.1.3 “that do not use bracing, to secure vertical members together laterally and to square and align vertical members.” “The platform is supported by the truss/support member. The truss is attached to the end frame / access ladder. The platform is secured in position through placement of the platform upon the inner ledge and within the side rails of the truss / support member.”

The load rating for all scaffolds is indicated in ANSI A10.8 Section 4 – General Requirements for Scaffolds. Section 4.8 states that: “Scaffolds shall be capable of supporting, without failure, their weight and at least four times the maximum intended load”. The Scaffold Depot Multi-function Scaffold has a maximum intended load rating of 1,000 lbs and is rated “special duty” as described in ANSI A10.8 Section 5.1.2.3.6. It has been independently tested and verified by Intertek (test report AU11084056-1) to a load limit of 4,000 lbs.

Section 11.1.1 of ANSI A10.8 – 2011: “When freestanding mobile scaffold towers are used, the height shall not exceed four times the base”. This requirement will vary depending on jurisdiction, but it is recommended to maintain a height to base ratio of 3:1. The height is based on the platform height of the assembled unit including casters. “Outrigger frames may be included as part of the minimum base dimension.” The base width (without outriggers) of the SDMFS is 29”. When outriggers are attached on both sides, the base can be extended to a maximum width of 63”. The maximum platform height of a single unit is 71”.

Section 11.1.2: “The minimum platform width of any work level shall not be less than 18” for mobile scaffolds.” The SDMFS has a platform width of 29”.

Section 11.1.3: “Scaffolds shall be braced by cross, horizontal or diagonal braces by restrained platforms, or by equivalent means, except for specially designed scaffolds.” The SDMFS is a “Specially designed scaffold” as a “truss and platform” design as noted in ANSI A10.8 – 2011 s.11.1.3 “that do not use bracing, to secure members together laterally and to square and align vertical members.” “The platform is supported by the truss / support member. The truss is attached to the end frame / access ladder. The platform is secured in position thorough placement of the platform upon the inner ledge and within the side and end rails of the truss / support member.”

Section 11.1.4: “When height adjustments are required, screwjacks or other means for adjusting height shall be provided...” The SDMFS does not utilize screwjacks, and therefore once set up is not adjustable in height.

Section 11.1.5: “the working platform shall be secured in place so as to prevent any horizontal movement in a longitudinal platform length direction.” The platform of the Scaffold Depot Multi-Function Scaffold is secured in position through the placement of the platform along the inner ledger and within the side and end rails of the truss / support members as well as by indexing pins on each truss

Section 11.1.6: “The working platform shall be fully decked except for access openings when they are provided”. The Scaffold Depot Multi-function Scaffold has a fully decked platform.

Section 11.1.7: “The maximum permissible spans for planking shall be in conformance with 5.2, 5.3 and 5.4 and be consistent with allowable bearer loads.” The Scaffold Depot Multi-function Scaffold uses a fabricated platform and therefore is subject to section 5.4. Section 5.4.1 states that: “Fabricated platform shall be capable of supporting the applicable person-loading requirements of 5.1.2.2 or equivalent uniform loading.” In the test situation, the platform was uniformly loaded with and supported a 4,000 lbs test load.

Section 11.1.8: “Guardrail systems and toeboards shall be installed as specified in 4.7 and 4.7.8.” Section 4.7 states: “Guardrail systems shall be installed on all open sides and ends of platforms more than 10 feet above the ground or floor...” The SDMFS has, as an option (where required), a fully enclosed guardrail system complete with toeboards and doors at each end. If above rebar, or in other applications where there is an increased risk of injury, the manufacturer recommends that a guardrail be used when the platform height exceeds 48 inches. Always ensure the requirements of the authority having jurisdiction are being met.

Section 11.1.9: “Access to work levels shall be provided as specified in 4.2.” Section 4.2 states: “Access shall be provided to work platforms of all types of scaffolds by one of the following, except during erection or dismantling. 1) Portable wood, metal or glass-reinforced plastic ladders... 2) Scaffold frame when the maximum spacing between the rungs of the frame does not exceed 16 ¾”. The length of the rungs shall not be less than 8 inches...” The SDMFS enables platform access via the end frame / access ladder which has a 26 1/2” clear inside width and a rung spacing of 13 inches.

Section 11.2: “Casters shall be designed for strength and dimensions to support 4 times the design work load.” In the test situation, the Scaffold Depot Multi-function Scaffold casters were uniformly loaded with and supported a 4,000 lbs test load.

Section 11.2.2: “Casters shall have rubber or similar resilient tires with wheels having a minimum diameter of 5 inches. The Scaffold Depot Multi-function Scaffold uses 5” x 1.5” rubber casters.

Section 11.2.3: “Casters shall be provided with a positive wheel and swivel lock...” The casters used on the Scaffold Depot Multi-function Scaffold have both a wheel and swivel lock.

Section 11.2.4: “Caster stems shall be secured in the caster leg... to prevent the casters from accidentally falling out.” All Scaffold Depot Multi-function casters come complete with a “U-shaped” snap pin used to secure the casters to the end frame / access ladder.

Assembly of Multi-function Scaffold



1. Invert an End Frame Access Ladder. Insert the casters, ensuring the holes are aligned with the holes in the frames. Once fully seated, install Snap-pin. Repeat for the second frame.



2. Turn the frame over so it rests on its casters. Open the U-lock, and position one cross member onto the frame leg. Release the lock, ensuring the pins are fully engaged.



3. Repeat step 2 to attach the other end of the cross member to the next frame.



4. Attach the second cross member to the partially assembled scaffold. Make sure both cross members are at the same height, and parallel to the floor.



5. Secure all cross members by installing snap-pins through lower hole, and check all U-locks, ensuring pins are fully engaged.



6. Lay the platform in place, resting it securely within the platform ledges of each cross member. Clear any debris from the ledge that would prevent the deck from seating completely.



7. After assembly, ensure decks are secured by rotating locks. Before ascending scaffold, ensure all pins and locks are installed and fully engaged.



8. Place first half of guardrail with gate into the vertical channels on the cross member. Confirm the unit is fully seated, and pin holes are aligned. Repeat with the second guardrail section.



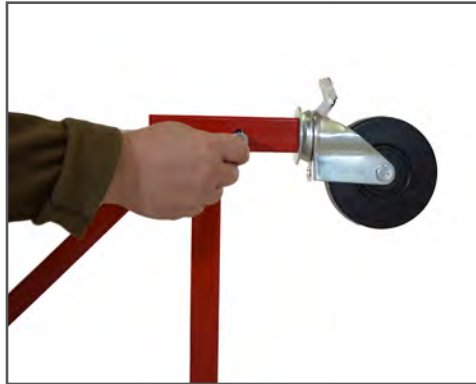
9. Secure guardrail with j-pins on all four corners.

Installation of Outriggers and Assembly Multi-function Scaffold Tower

Note: Outriggers may be installed on the end of the frame for climbing, or on the sides of the frame for stacking units



1. Prior to installing outriggers, confirm casters are in the locked position.



2. Insert a castor into the outrigger, and secure with a snap pin. Ensure casters used for outriggers are the same size as the casters used in the base frame. Casters from the frames to be stacked may be used, or purchased separately.



3. Position the outrigger flush onto the end frame, with the castor on the ground. Secure the outrigger in place by tightening the positive engagement locks.



4. Lock the casters on the outriggers each time you lock the casters on the base frames. Note: Outrigger must be installed to widen base of frame when stacking units.



5. When assembling a tower, access the first platform through the hatch. From the ground, have a second person hand components up for the stacked section.



6. Install the two Frames first, then install the two (2) cross members at the desired platform height. Ensure all U-locks are fully engaged and pins are in place prior to installing work platform.



7. Install guardrail system from the bottom work platform, following instructions on page 4 (step 8). NEVER STAND ON GUARDRAIL

Minimizing Hazards

Some of the hazards associated with narrow frame scaffolds are:

- Falls from an elevated level
- Tip overs
- Electrical shocks
- Structural Failure (collapse)

Scaffold Depot does not recommend stacking Multi-function scaffolds more than 2 units high.

Do not roll a Multi-function Scaffold when a person is standing on the work platform.

End user must ensure all local, provincial, and federal standards are being fol-

Climbing a Multi-function Scaffold

Caution!

- Check all casters are in the locked position prior to ascending.
- Above 36", mount or dismount the scaffold from the end frame.
- Always keep body close to the scaffold as you climb.
- Keep body facing the frame being climbed.
- Do not create a swaying or rocking motion when climbing.
- Always keep body centered inside of unit.

When work platform is set below 36" , deck can be accessed by sitting on the platform, swinging legs onto the platform and then standing up.

In order to comply with the 2:1 tipping factor specified by CSAS269.2, methods of climbing the frame are as follows:



Climbing end frame within end outriggers - Safe working load 125kg (275lbs) Safety Factor 2:1

Add two (2) Scaffold Depot Multi-function outriggers (part# SDMFSOR) to the end frame, and climb within the outriggers.

Note: Ascending and descending the scaffold must always be done from the frame with the outriggers installed.



Climbing end frame within the Scaffold through Hatch - Safe working load 125kg (275lbs) Safety factor 2:1

Scaffold Depot Multi-function Scaffolds can be ascended or descended by climbing the inside of the end frame, accessing the work platform through the hatch deck.

(Images depict configuration used for calculating engineered loads only. Additional components may be required to comply with applicable regulations)

Components



Scaffold Depot Multi-function Scaffold

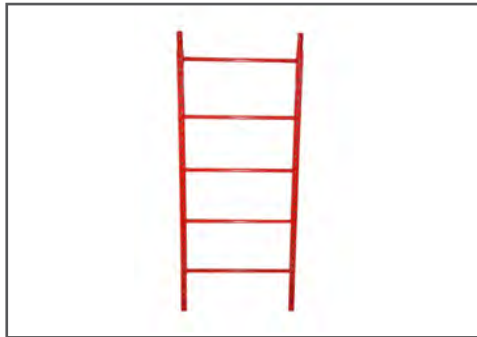
Accessories pictured include:

- Guardrail
- Four (4) Outriggers
- Four (4) 5" Casters with dual lock
- Four (4) J-pins

Note: In configuration pictured, only climb the end frame with the outriggers installed parallel to the work platform. Do not climb the end frame with outriggers perpendicular to the work platform. Outriggers are required on units without hatchdecks, when platform height exceeds 3'.



Description: Multi-function Scaffold
Part #: SDMFS



Description: Multi-function Scaffold End Frame
Part #: SDMFSF



Description: Multi-function Scaffold Guardrail
Part #: SDMFSGR



Description: Multi-function Scaffold Outrigger
Part #: SDMFSOR



Description: Multi-function Scaffold 5" Caster
Part #: SDMFS5



Description: Multi-function Scaffold Deck
Part #: SDMFS



Description: Multi-function Cross member
Part #: SDMFSM



Description: Steel J-pin
Part #: SDJP



Description: Multi-function Scaffold Snap Pin
Part #: SDMFSPP

Dismantling a Multi-function Scaffold

Do not remove the guardrail of a Multi-function while standing on the top work platform, if it is set above the safe working height specified by the authority having jurisdiction. Remove guardrail from a lower work platform or the ground.

Dismantle using reverse order of assembly (page 4) of this Safe Work Procedure.

Always follow the same regulations pertaining to scaffold erection during the dismantle procedure.

Inspection and Maintenance

Worksite Inspection

Users of Scaffold Depot Multi-function Scaffolds (SDMFS) must inspect the area in which they will be working to identify and remove any materials that may be a hazard to the worker or the scaffold.

Particular care must be taken to note overhead hazards, construction debris, or holes in the floor. Debris should be removed. Holes must be repaired, or scaffold must be used in areas free of these hazards. SDMFS must only be used on solid, flat surfaces.

Equipment Inspection Prior to Use

A competent person must thoroughly inspect the scaffold prior to each use. All components must be complete, functioning properly and correctly assembled. Any damaged, missing, or ill-fitting component must be replaced prior to use. Never ascend a scaffold without first completely inspecting the unit.

During Use

Keep the scaffold deck free from tripping hazards. Do not allow loose objects and debris to accumulate on the work platform. Make sure unit is free from liquids, mud, grease or any other slipping hazard. Always reinspect the entire unit if left unattended.

Following Use

SDMFS components must be inspected after being returned from a jobsite. Inspect for damage, deterioration, and missing or non-functioning parts. Any part or component that shows any signs of the above, must be repaired, or removed from service and replaced.

Component Maintenance

Scaffold Deck

Scaffold decks must be checked for damaged or loose edge banding, holes, or thin spots where plywood work surface has been worn. Worn or damaged decks must be discarded and replaced. Decks exposed to excessive heat or fire, should be immediately removed from service and replaced. Ensure decks are discarded or destroyed to eliminate the possibility of being returned to service. Do not use acids or other corrosive substances on deck surfaces.

Frames, Braces and Guardrails

Frames, braces and guardrails must be inspected daily, and before each use. Inspect for bends, twists or damage to the components. Do not use frames if rungs or stacking pins are bent or missing. Ensure locking pins are straight and in good working condition.

Casters

SDMFS casters must be inspected prior to each use. Ensure locks fully engage, and check for damaged or missing components. Wheels should spin freely when lock is not engaged. Damaged casters must be removed and replaced.

Multi-Function Scaffold (SDMFS)

Part #	SDMFS
Description	6' Multi-function Scaffold
Weight	146 lbs



CAPACITY	CAPACITY	MAX DECK LOAD
		1000 lbs

NOTES

- This product conforms to all applicable sections of ANSI 10.8 - 2011 - Scaffold Safety Requirements - Section 11 - Manually Propelled and Prefabricated Mobile Scaffolds.
- End user must ensure that all Federal, Provincial, State and local regulations are being followed at all times.
- Scaffold Depot Multifunction Scaffold has a maximum intended load rating of 1,000 lbs and is rated "special duty" as described in ANSI A10.8 Section 5.1.2.3.6.
- This product has been independently tested and verified by Intertek with a load of 4,000 lbs to yield a 4:1 safety factor.