



Weekly Safety Meeting

Company Name	Project Name	Supervisor	Date

Scaffold

An estimated 2.3 million construction workers, or 65 percent of the construction industry, work on scaffolds. Protecting these workers from scaffold-related accidents may prevent some of the 4,500 injuries and over 60 deaths every year (Bureau of Labor Statistics (BLS), 2003 and 2004 data for the private sector), at a savings for American employers of \$90 million in workdays not lost. In a recent BLS study, 72 percent of workers injured in scaffold accidents attributed the accident either to the planking or support giving way, or to the employee slipping or being struck by a falling object. All of these accidents can be controlled by compliance with OSHA standards

General

- Inspect scaffolds daily before you trust your life to them. Check guardrails, connectors, fastenings, footings, tie-ins, and bracing.
- Check to see that platforms are closely boarded, fenced, and securely fastened.
- Don't stockpile materials on scaffolds. Remove all tools and left-over materials at the end of the day.
- Never overload scaffolds. Pile necessary materials over ledger and bearer points.
- Ground yourself during storms or high winds. In winter, clear platforms of all ice and snow before using. Sand wet planking for sure footing.
- Help protect scaffolds; don't bang into them with equipment or materials. When hoisting material from the ground, control it with a tagline.
- Keep platforms and area near scaffold clear of debris, unneeded equipment or material, and anything else that might cause you to slip or trip

Rolling Scaffold

- Do not ride rolling scaffolds
- Do not attempt to move a rolling scaffold without sufficient help
- Do not extend adjusting screws on rolling scaffolds more than 12"
- Do not use brackets on rolling scaffolds without consideration of overturning effect

Use Consideration

- Remove all material and equipment from platform before moving scaffold
- Caster brakes should be applied at all times when scaffolds are not being moved
- When scaffolds are being moved, be careful to avoid holes in floor and overhead obstructions
- Use horizontal, diagonal bracing near the bottom, top and at intermediate levels of 30'
- Working platform height of rolling scaffold should not exceed four times the smallest base dimension unless guyed or otherwise stabilized
- All scaffold platforms higher than 10ft. should be provided with standard guardrail
- If the scaffold is not equipped with a standard ladder, a secured extension ladder extended 36 inches above the landing point should be used for egress

Scaffold

This Toolbox Meeting is intended as an overview of key points regarding this subject and is not intended to be complete training in accordance with any regulatory standards.



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ADDITIONAL TOPICS COVERED: (I.E. Hazcom, Emergency Plan)

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MEETING ATTENDEES:

PRINT NAME	SIGN NAME	EMPLOYEE NUMBER
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