

SAFETY TOOL BOX MEETING

NO 22 - TOWER SCAFFOLDS

1. Prefabricated access towers are to be erected in accordance with the manufacturer's instructions by competent operatives; erection instruction must be available on site.
2. Towers must only be erected on firm surfaces. Where ground is soft or sloping, adequate support must be provided.
3. The platform height should not be more than 3 times the length of the shortest side of the base of the tower (e.g. shortest side of tower is 1.5 meters multiplied by 3 giving a maximum platform height of 4.5 meters). This height can be increased by the use of outriggers.
4. Manufacturer's instructions on safe loading limits must not be exceeded.
5. Care must be taken when working from the platform that pulling or pushing actions do not overturn the tower. Always ensure that the wheels are in the locked position when working from the tower.
6. Do not pull heavy items up the side of the tower, use lifting devices.
7. Do not use ladders from platforms of towers, this causes high overturning forces.
Access*
8. Proprietary steel or aluminum alloy towers have a variety of means of access, these being:-
 - a. Integral diagonal stairway. As well as providing access this will form part of the bracing of the tower.
 - b. Ladder units, which slip onto the end frame or inclined ladders, securely fixed, inside the scaffold frame.
 - c. Climbing a ladder section, which is incorporated within the end frame? Such a ladder section will have rungs no more than 300mm apart with stiles not more than 480mm apart. Climbing horizontal members of other types of end frame is not to be accepted as a safe means of access.

NB:* Access is from the inside of the tower frame to avoid eccentric loading of the tower. Working platforms are to be provided with trap doors to facilitate access. Where the vertical distance between the ground and working platform exceeds 9.144m (30') an intermediate platform with guardrails must be provided. Minimum platform width is 600mm or 3 boards.

NEVER CLIMB UP THE OUTSIDE OF THE TOWER.

I have given the above talk to all men under my control.

Signed:

Company
Rev 1

Date 24-01-07

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NO 22 - TOWER SCAFFOLDS continued

WORKING PLATFORMS

9. Working platforms are to be fully boarded and complete with guardrails and toe-boards. Where on a double width alloy tower a single width platform only is used, it must have guardrails and toe-boards to suit. Mobile towers are to have only one working platform.

MOVING MOBILE TOWERS

10. Towers must NEVER be moved with men or materials upon the platform and may only be moved by applying a horizontal force at or near the base.

Prior to moving a tower, ensure that the route to the new desired location is free of obstructions. In particular, ensure any holes, pits, ducts or gratings are securely covered and that also no overhead obstructions such as electric cables or beams are present.

When towers are to be moved and outriggers with adjustable feet are fitted, they must first be raised to a minimum height (12mm) to allow movement. However the tower must be reduced in height to not more than 2.5 times minimum base dimension.

After moving and before use, wheels must be locked.

I have given the above talk to all men under my control.

Signed:

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