



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
ARIYALUR
CIVIL DEPARTMENT MANUAL**



Issue No. 02	Rev. No: 00	Effective Date: 09.09.2021	SOP/CIVIL/017
Issued By: M.R		Approved By: HOD – CIVIL	
SOP FOR SCAFFOLDING ERECTION & DISMANTLING			

SCOPE: This SOP covers the procedure for safe erection & dismantling of scaffolding for all civil related activities

RESPONSIBILITY: HOD – CIVIL

Accountability: CIVIL department – Ariyalur plant

PPE:

1. Safety helmet,
2. Safety shoes,
3. Safety full body harness,
4. Goggles
5. Hand gloves

TOOLS:

1. Spanners
2. Spirit level
3. Plumb
4. Measurement tape

Hazard Analysis:

Risks associated:

Mitigating Measures

Injury:

Give Tool Box (PEP) talk before doing the job

Fall from height:

Vertigo test, PPE

Training needs:

1. Emergency preparedness.



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PROCEDURE:

1. Ensure availability of proper work permit
2. Safety induction / PEP talk for all scaffolding manpower & supervisor have to be given.
3. Type, size & height of scaffolding to be made shall be decided before starting its erection
4. During scaffolding erection/dismantling, red tag shall be fixed in the scaffolding pipe indicating that the scaffolding is under erection/dismantling which is not suitable for working on it.
5. Proper care to be taken while handling scaffolding pipes & clamps both in lead & lifting operations.
6. All workmen shall wear required safety PPEs
7. Safety full body harness shall be hooked on top of one's head with the firmly clamped scaffolding pipes
8. Only experienced person shall be engaged in scaffolding erection/dismantling work
9. Proper supervision shall be ensured during scaffolding erection/dismantling
10. Scaffolding vertical pipe shall be rested on top of required sole & base plate
11. Fitness ensured (using color coding) scaffolding pipes shall only be used



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12. All scaffolding pipes (vertical, horizontal, bracings & other supports) shall be clamped properly in such a way that the total width of clamp shall be resting on the pipes surface
13. Necessary supports shall be taken from the nearby structures or by additional probe as required
14. Working platform shall be spreaded with perforated metal gratings, firmly seated on its edge clamps on the pipes & the same shall be tied properly with metal binding wires
15. Working level platforms shall be protected with toe guard, mid rail & top rail
16. Proper access shall be provided either with ladder or scaffolding pipes till the working platform.
17. After completion of scaffolding erection, the same shall be checked & certified with green tag by the competent person.
18. After certified with green tag, the scaffolding shall be considered as fit for working.

Emergency / Emergency Shut OFF:

1. If any incident happens there, inform to the Safety department or Call Emergency number 3108/9865152222/9750963761



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Records/Annexure:

1. Refer the work permit.
2. JSA as enclosed below.

Job Safety Analysis	Job:Scaffolding Erection/Dismantling	Date:	Analysis by: M.I. Shameem Sufiyan	Reviewed by: S. Chandra Bose
Title of employee doing job: Contract Workmen	Supervisor: SECTION ENGINEER	Department: Civil	Section: General	Approved by: S. Chandra Bose
Req'd/recommended PPE: SAFETY HELMET, SAFETY SHOES, SAFETY FULL BODY HARNESS, HAND GLOVES & GOGGLES.				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Procedure	What Could Go Wrong	Corrective Action
1) Scaffolding erection/dismantling	Injury of person	Proper care to be taken while lifting pipes	During handling of pipes, injury to person may happen if not handled properly	Experienced person shall be engaged
	Fall from height	Working platform shall be protected with guard rail & PPE like safety full body harness shall be ensured	Person may fall from height	Usage of full body harness shall be ensured. Vertigo test shall be ensured for all manpower working at height