

Authored By: Kaitlin Robertson	Blanchard Refining Company LLC Galveston Bay Refinery	Doc No.: RSW-000018-GB Rev No: 3
Doc Custodian: Safety Supervisor		EQ-4 Scaffolding
Approved By: Honor Sheard		
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1.0 Purpose

The purpose of this practice is to establish criteria for the safe erection, dismantling and use of scaffolding, to prevent injuries and ensure compliance with applicable regulatory requirements. Refer to OSHA 29 CFR 1926, Subpart L and 29 CFR 1910.28.

2.0 Scope

This practice applies to anyone (MPC employee or contractor) building or using a scaffold while at the site.

3.0 Procedure

3.1 Responsibilities

3.1.1 "Competent Person" for Use/Inspection

Responsible for the following:

3.1.1.1 Inspecting scaffolds prior to each work shift in which the scaffold is used.

3.1.1.2 Carrying their Scaffold Competent Training Card at the job site.

3.1.2 Scaffold Users

Responsible for the following:

3.1.2.1 Anyone who may access a completed scaffold shall be trained in the recognition of hazards associated with scaffolds, by a "Qualified Person".

3.1.2.2 Accessing and using scaffolds in accordance with this practice.

3.2 General Requirements

3.2.1 Construction, Modification, and Dismantling of Scaffolds

3.2.1.1 All Scaffolds:

3.2.1.1.1 Under 125 feet in height shall be designed by a Competent Person, using this practice, OSHA 29 CFR 1926.450-454, OSHA 29 CFR 1910.28.

3.2.1.1.2 At or Above 125 feet in height shall be designed by a Registered Professional Engineer.

Note: A copied version of the approved scaffold design shall remain at the location of the scaffold or be made available upon request.

3.2.2 The Scaffold Builder is responsible for the proper building of the scaffold in accordance with this policy, OSHA 1926.450-454, OSHA 1910.28.

3.2.3 No modifications may be made that will affect the load capacity or safe use of a scaffold.

3.2.4 Persons passing or receiving scaffold material shall not do so while standing on the handrails, midrails, or frame; a scaffold platform of at least two secured boards is required.

3.2.5 Construction of scaffolding near exposed energized electrical conductors or circuits will be done in accordance with HESS Policy RSP -1162, Electrical Safe Work Practices. Prior to erecting or dismantling a scaffold within 20 feet of overhead power lines, a "GBR Permit for Mobile Equipment or Work Near Overhead Power Lines"

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must be submitted to the Electrical Infrastructure Group (EIG) for approval to proceed.

- 3.2.6 Scaffold construction in advance of a unit shutdown shall be approved by the Owning Department Supervisor and precaution shall be taken to make sure that access for equipment operation and firefighting is not jeopardized.
- 3.2.7 Scaffolding used in the HF Alky Unit shall be neutralized prior to removal from the unit.
- 3.2.8 Scaffolds and their components shall be capable of supporting at least four times the maximum intended load.
- 3.2.9 Uprights shall be plum and all cross-members are to be level.
 - 3.2.9.1 If the physical layout is such that the scaffold legs cannot be installed plumb, then the scaffold shall be reinforced to ensure scaffold is level, rigid and sound.
 - 3.2.9.2 Attaching or routing scaffold components to fixed ladders or ladder cages for scaffold support and bracing is prohibited. Doing so may create fall or tripping hazards.
- 3.2.10 The use of wood uprights or legs is not permitted.
- 3.2.11 Guys, ties, and braces shall be installed according to the scaffold manufacturer's recommendations or at the closest horizontal member to the 4:1 height and be repeated vertically at locations of horizontal members every 20 feet or less thereafter for scaffolds 3 feet wide or less, and every 26 feet or less thereafter for scaffolds greater than 3 feet wide.
 - 3.2.11.1 The top guy, tie or brace of completed scaffolds shall be placed no further than the 4:1 height from the top.
 - 3.2.11.2 Such guys, ties and braces shall be installed at each end of the scaffold and at horizontal intervals not to exceed 30 feet (9.1 m) (measured from one end [not both] towards the other).
- 3.2.12 When persons are required to work or pass under the scaffold or where materials stored on the scaffold extend above toeboard, scaffolds shall be provided with a screen between the toeboard and the top rail, extending along the entire opening consisting of orange netting w/ 1/2 inch weave, or the equivalent.
- 3.2.13 Scaffolds shall not block fire protection and/or other safety equipment. In instances where compliance with this is challenged, scaffold builders must consult with the Owning Department and Fire Department.
- 3.3 Scaffolding Height and Footing
 - 3.3.1 Solid footings shall be used at all times. Supports shall sit on metal bases and/or mudsills and the scaffolding shall be level. Footings shall be sound and rigid, capable of carrying the maximum intended load without settling or displacement.
 - 3.3.2 Unstable objects such as barrels, boxes, loose brick or concrete blocks shall not be used to support scaffolds or mudsills.
 - 3.3.3 Base plates and mud sills (2"x10"x12" minimum) shall be used on all scaffolds except on concrete. For scaffolds built on concrete, just base plate is sufficient.
 - 3.3.4 Rolling scaffold height shall not exceed four (4) times the minimum base dimensions.
- 3.4 Scaffold Boards (Wood and Metal)

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- 3.4.1 Wood scaffold boards to be used during a turnaround should be installed during the last week before the turnaround.
- 3.4.2 Wood scaffold boards that may come into contact with surface temperature 120°F or higher shall be constructed and maintained in a manner to prevent fires.
Note: Caution should be taken to avoid cyclic temperature excursions.
- 3.4.3 The use of wood scaffold boards on operating process units shall be kept to a minimum. Any scaffold boards not in active use shall be removed soon after completion of the job.
Note: Wooden scaffold boards used in the HF Alky Unit shall be properly neutralized and disposed of.
- 3.4.4 All scaffold boards (wood or metal) shall be secured to the scaffold.
- 3.4.5 All scaffold boards, except lapping wood boards, shall be fitted with cleats or wiring to prevent slippage.
- 3.4.6 If possible, scaffolds shall be fitted with a minimum of two wood scaffold boards or one 18-inch wide metal scaffold board.
- 3.4.7 Wood scaffold boards shall extend over their end supports not less than 6 inches or more than 12 inches.
- 3.4.8 Metal scaffold boards shall be within their cleats and not extend more than 9 inches over either end.
- 3.4.9 Continuous wood scaffold boards shall overlap a minimum of 12 inches in each direction over the center of scaffold supports. They shall be secured in place and the top lapping board should not have a cleat where the boards overlap.
- 3.4.10 Scaffold platforms shall be planked.
- 3.4.11 The maximum gap between the scaffold boards is 1 inch unless they are spaced to fit around an obstruction. The resulting platform shall be free from potential dangers of someone stepping between boards, or dropping items between boards.
- 3.4.12 Scaffold boards shall be 2" X 10" or 2" X 12" scaffold grade lumber, and free of major splits, knots and warps.
- 3.4.13 Scaffold boards shall not be trimmed in width to fit.
- 3.4.14 Notching of scaffold planks is allowed not more than 10 inches from the ends and not allowed in the middle.
- 3.5 Minimum Distance from Electrical Lines
- 3.5.1 Scaffolds shall not be erected, used, dismantled, altered, or moved such that they or any conductive material handled on them might come closer to energized power lines within 20 feet. Any time scaffold is erected within 20 feet of a live electrical line, contact Outside Utilities Electrical (OSUE) department (Ext. 1020) for an electrical evaluation.
- 3.6 Fall Protection
- 3.6.1 Fall protection required by this procedure shall be used in accordance with RSW-000010-GB PPE-7 Fall Protection/Ladder
- 3.6.2 Fall protection shall be used on yellow-tagged scaffolds 6 feet and greater if the scaffold tag indicates 100% tie-off.

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- 3.6.3 Fall protection is required while erecting or dismantling the scaffold when above 6 feet in height.
- 3.6.4 If, for any reason, handrails and/or midrails cannot be used, or uncovered floor openings on platforms are present, personnel using the scaffold are required to use fall protection on scaffolding at or over 6 feet in height.
- 3.6.5 Lanyards and lifelines shall be connected to secure anchor points using anchor straps in such a manner that will limit the employee free fall distance to 6 feet or less.
- 3.6.6 Connecting fall protection to scaffolding is not permitted unless the scaffold manufacturer states that their scaffolds have been tested and are legitimate anchorage points.
- 3.6.7 If scaffolds have been tested and are legitimate anchorage points, the following requirements shall be followed when connecting fall protection to scaffolding.
 - 3.6.7.1 Un-captured (free) posts shall never be used as a tie off point.
 - 3.6.7.2 No more than one person can attach to a single post at a time.
 - 3.6.7.3 Handrails may be used as tie off points in accordance with the manufacturer's specifications and/or a Competent Person.

3.7 Handrails, Midrails, and Toe Boards

- 3.7.1 All scaffolds used for work platforms greater than 4 feet in height shall be equipped with handrails, midrails and toe boards on all open sides. If, for any reason handrails, midrails or toe boards cannot be used, the scaffold shall be identified by a "CAUTION" (yellow) tag identifying potential hazards and means to mitigate those hazards.
- 3.7.2 Handrails and Midrails
 - 3.7.2.1 All scaffolds, 4 feet or higher with open sides shall be equipped with:
 - 3.7.2.1.1 Handrails 38 inches to 45 inches above the scaffold floor.
 - 3.7.2.1.2 A midrail at half the distance between the handrail and the toeboard.
 - 3.7.2.1.3 Handrails and midrails shall be 2-inch scaffold tubing or equivalent.
 - 3.7.2.1.4 The handrail supports shall not exceed a 10-foot spacing.
- 3.7.3 Toe Boards
 - 3.7.3.1 Toe boards shall be placed directly under the handrail and midrail.
 - 3.7.3.2 Toe boards shall be 1/8" X 4" metal or 2" X 4" nominal lumber #2 or better.
 - 3.7.3.3 Toe boards shall be secured at the midpoint by #9 wire tied to the scaffold frame or by block reinforcement nailed to the scaffold boards.
 - 3.7.3.4 For reinforcement, the toe boards shall be nailed together at the corners.
 - 3.7.3.5 Masonry scaffolds are not required to have toe boards on the walkboards.
 - 3.7.3.6 At corners, the toe boards shall be square cut and securely fastened to

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the scaffolds.

3.7.3.7 Toe boards shall not be installed in front of swing gate openings.

3.8 Scaffold Access and Egress

3.8.1 Scaffold

3.8.1.1 External and Internal Ladders shall be provided with a swing gate.

3.8.1.2 External Ladders

3.8.1.2.1 External ladders are limited to a maximum landing height of 20 ft. above the ground.

3.8.1.2.2 Where feasible, external ladders should be installed so that ladder rungs are perpendicular to the work platform (see Attachment B).

3.8.1.3 Internal Ladders

3.8.1.3.1 Internal ladders are limited to a maximum landing height of 20 ft.

3.8.1.3.2 Each opening around the ladder shall be protected by a swing gate and guardrails.

3.8.2 If the methods for scaffold ladders cannot be met, consult with MPC Safety Professional to determine adequate personal fall arrest system or ladder safety system.

3.8.3 Where space permits, ladder runners shall extend at least 36 inches above the deck if a swing gate is provided.

3.8.4 Portable ladders (i.e. step and extension ladders) and other makeshift devices shall not be used to extend the working level height of a platform.

3.8.5 Scaffolding with a single ladder section shall have two brackets installed at the top and bottom of the ladder.

3.8.6 Scaffolding with multiple ladder sections shall have two brackets installed on the bottom and top sections of ladder. The middle sections shall have at least one bracket.

3.9 Scaffolding Inspection and Tagging

3.9.1 All scaffolds utilized on the site shall be built according to OSHA standards and receive one of the following established tags.

3.9.1.1 **“DANGER” Tag (White Tag)** – A white tag holder with the language, “Danger Do Not Use,” is red lettering indicated that the scaffolding shall not be used by any scaffold user. This tag shall be placed on all incomplete scaffolds utilized during construction, maintenance, and dismantling of scaffolding. The tag must remain in place and must not be removed until the scaffold is complete and ready for use. Only the “scaffold erector” may be on the scaffold while this tag is displayed. (See Attachment A)

3.9.1.2 **“CAUTION” Tag (Yellow Tag)** - This tag indicates that the scaffold may be used, although, scaffold hazards may be present. The yellow tag must clearly stipulate precautions to be taken while on the scaffold. If the scaffold is 6 ft. or greater and unable to be constructed to OSHA specification due to missing handrail, mid-rails, or other potential fall

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hazards exist, the scaffold tag must state 100% tie off required. (See Attachment A)

3.9.1.3 **“COMPLETE” Tag (Green Tag)** - This tag indicates the scaffold is complete with no fall hazards or any other hazards present. (See Attachment A)

3.9.1.4 **“Approved Scaffold Rigging Point” (Maroon Streamer & Tag)** – The streamer shall be affixed to each scaffold component that is an approved rigging point. The rigging point is not to be used for transferring or drifting loads. A Scaffold Competent Person is responsible for approving rigging point(s) on scaffold and affixing the streamer. The tag shall identify the corresponding scaffold tag #, weight rating and rigging specification(s). The scaffold component shall be approved, inspected each shift, streamer affixed, and tag completed. (See Attachment A)

3.9.2 No scaffold shall be used without a **“CAUTION” or “COMPLETE” tag**. No rigging shall be used on a scaffold component without **“Approved Scaffold Rigging Point” maroon streamer affixed and tag completed**.

3.9.3 A Competent Person shall affix the **“DANGER”, “CAUTION” or “COMPLETE” tag** within 2 feet of each access point and affix the **“Approved Scaffold Rigging Point” tag (if applicable) at the nearest working surface to the approved scaffold rigging point**. The **“CAUTION” or “COMPLETE” tag** should not be attached to the scaffold ladder.

3.9.4 Scaffolds will be inspected and the back of the scaffold tag signed by a **“Competent Person”** prior to each work shift in which the scaffold is used and after any modifications are made to the scaffold. The Scaffold Inspection Checklist (Form EQ-04A) may be used for guidance when inspecting scaffolds.

3.9.5 Each scaffold user shall inspect each scaffold prior to use. The user does not sign onto the back of the tag. The scaffold user is only inspecting the scaffold for their personal use.

3.10 Use of Scaffolds

3.10.1 Prior to using a scaffold within 20 feet of overhead power lines, a **“GBR Permit for Mobile Equipment or Work Near Overhead Power Lines”** must be submitted to the Electrical Infrastructure Group (EIG) for approval to proceed.

3.10.2 It is the responsibility of anyone (MPC employee, contractor or visitor):

3.10.2.1 While using a scaffold, utilize ladders or stairs to access scaffolds. Climbing scaffolds frames is not allowed under any circumstances except during scaffold erection and dismantling.

3.10.2.2 To use only scaffolds that have either a **“CAUTION”** or a **“COMPLETE”** tag.

3.10.3 Scaffolding equipment shall be kept in good condition at all times. Defective scaffolding planks, clamps, etc., shall be taken out of service and repaired or replaced.

3.10.4 The scaffold shall be erected within 14 inches of the vertical surface unless guardrails have been erected along the front edge of the platforms and/or personal fall arrest systems are used according to the fall protection requirements.

3.10.5 Tools, materials and debris shall not be allowed to accumulate on a scaffold in quantities such that they become a hazard.

3.10.6 No material may accumulate beyond the height of the toe board, to prevent falling

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object hazards.

- 3.10.7 For scaffolds in pipe racks and alleyways, the use of netting (or equivalent) from the toe board to the guardrail shall be employed.
- 3.10.8 Scaffolding shall not be used when weather conditions create a hazardous environment (i.e. excessive wind, rain, sleet, ice, lightning, etc.) or at wind speeds above the manufacturer's recommended limits. Refer to GBR-HESS- EPR-4 Lightning Precautions procedure and GBR-HESS-PR-17 General Safety Rules.
- 3.10.9 Prior to the occupation of an enclosed or covered scaffold structure, (e.g. wind break, break area, or work area etc.) a competent person shall ensure the scaffold is structurally stable and secured as to prevent or restrict unwanted mobility of the scaffold structure.
- 3.10.10 Portable ladders, piles of material, buckets, etc. cannot be used on scaffold platforms to elevate employees.
- 3.10.11 Ladders and other makeshift devices shall not be used to extend the working level height of a platform.
- 3.10.12 The following requirements shall be adhered to while utilizing a rolling scaffold:
 - 3.10.12.1 Wheel brakes shall be applied while a rolling scaffold is not being utilized.
 - 3.10.12.2 Wheel brakes shall be applied while working is being conducted.
 - 3.10.12.3 No one is permitted to ride rolling scaffolding while it is being moved.
- 3.11 Scaffold Status Self Verification
 - 3.11.1 Unit/Areas shall receive a monthly report of scaffolding located in the unit/area from the scaffold yard control center (ext.4015). It is the responsibility of the Maintenance Superintendent, or delegate, to ensure scaffolding is removed in a timely manner
- 3.12 Competencies and Training
 - 3.12.1 All Competent Persons shall be trained as such and be familiar with specific requirements for the site documented in this practice and have received hands on training.
 - 3.12.1.1 A Scaffold Competent Person is required to carry their Scaffold Competent Person training card with them at the job site.
 - 3.12.2 All Scaffold Builders shall be trained and have received hands on experience.
 - 3.12.3 All MPC and contractor personnel using scaffolds shall be trained to recognize the hazards associated with working on and around scaffolds.
 - 3.12.4 Scaffold User Training for MPC personnel shall be administered through classroom training or CBT. Refresher-training shall be required annually as outlined in the safety training matrix.
 - 3.12.5 All personnel involved with scaffold use, erection, dismantling, or inspection shall make all scaffold training documentation available upon request.
- 3.13 Audit
 - 3.13.1 Each operating area is responsible for ensuring that a field audit is completed as scheduled by HESS. This audit shall be documented on the audit checklist provided by HESS.

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3.13.2 A risk-based internal self-assessment program shall be developed and maintained to monitor that operating activities are being carried out, and that they are performing as intended.

4.0 Definitions

- 4.1 **Competent Person** - Someone who is capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, who has authorization to take prompt corrective measures to eliminate them.
- 4.2 **Complete Scaffold** - A scaffold with all components required for fall protection in place. Required components are handrails, midrails, supports, bracing, no ladder access obstructions, and platforms with no floor openings.
- 4.3 **Handrail** - A rail secured to uprights and erected along the exposed sides and ends of platforms.
- 4.4 **Floor Hole** - An opening measuring less than 12 inches but more than 1 inch in its least dimension in any platform, through which materials but not persons may fall, such as a pipe opening or slot opening.
- 4.5 **Floor Opening** - An opening measuring 12 inches or more in its least dimension in any platform, through which persons may fall.
- 4.6 **Maximum Rated Load** - The total of all loads including the working load, the weight of the scaffold, and such other loads as may be reasonably anticipated.
- 4.7 **Midrail** - A rail approximately midway between the guardrail and platform, secured to the uprights erected along the exposed sides and ends of the platform.
- 4.8 **Professional Engineer** - A person licensed by the Texas Board of Professional Engineers to engage in the practice of engineering.
- 4.9 **Scaffold** - Any temporary elevated platform and its supporting structure used for supporting workers or materials, or both.
- 4.10 **Scaffold Builder** - A person trained in the erection, modification and dismantling of scaffolds.
- 4.11 **Scaffold User** - Anyone who has been trained on scaffold use and uses scaffolding to perform job tasks. Scaffold Users shall be trained in the recognition of hazards associated with scaffolds.
- 4.12 **Toe-board** - A barrier secured along the sides and ends of a platform to prevent objects from falling off the platform.
- 4.13 **Tube and Coupler** - An assembly consisting of tubing which serves as posts, bearers, braces, ties Scaffold and runners, a base supporting the posts, and special couplers which serve to connect the uprights and to join the various members.

5.0 References

- 5.1 29 CFR 1926, Subpart L – Scaffolds (1926.450-454)
- 5.2 29 CFR 1910.27(a), Scaffolds and rope descent systems
- 5.3 GBR-HESS-PPE-07, Fall Protection
- 5.4 RSP-1162-000, Electrical Safe Work Practice
- 5.5 TRD-RSW-0015-TC, Scaffolding

6.0 Attachments

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6.1 Attachment A: Scaffold Tags and Holder

6.2 Attachment B: Scaffold Access

7.0 Revision History

Revision Number	Description of Change	Written by	Approved by	Revision Date	Effective Date
0	Original Issue. Consolidated site procedure that replaces GBR-HESS-EQ-04 and RSW-0015-TC under MOC M20184467-001.	T. C. Gregory	D. C. Staats	6/15/2018	7/2/2018
1	Requires completion of Permit for Mobile Equipment or Work Near Overhead Power Lines when applicable under MOC 64980.	M. K. Alberts	V. J. Meeks	10/4/2019	10/4/2019
2	Clarified use at wind speeds within manufacturer's limits.	M. K. Alberts	S. Windom	11/4/2019	11/4/2019
3	Adds new tag and streamer requirements for approved scaffold rigging points and removes swing gate requirements under MOC 111551.	K. G. Robertson	H. F. Sheard	8/15/2022	9/9/2022

Attachment A: Scaffold Tags and Holder

Scaffold Tags

[FRONT]

DATE FECHA	TIME HORA	INSPECTOR

[BACK]

**Marathon
Petroleum Company**

CAUTION
PRECAUCION

DATE

FECHA

TAG #

ETIQUETA #

BUILT FOR

HECHO PARA

**REASON FOR CAUTION
RAZON POR LA PRECAUCION**

100% TIE OFF REQUIRED
100% DE TIE DESPEGUE REQUERIDA

OVERHEAD OBSTRUCTION
OBSTRUCCION SOBRE LA CABEZA

HOLE IN DECK
HOYO EN LA PLATAFORMA

LADDER GREATER THAN 20FT
ESCALERA SUPERIOR A 20 PIES

MISSING TOE BOARD
TABLA DEDO PERDIDA

MISSING HANDRAIL/MID-RAIL
BARANDILLA PERDIDA

OTHERS
OTROS

**LOAD RATING
CALIFICACION DE CARGA**

LIGHT DUTY
DEBER LIGERO

MEDIUM DUTY
DEBER MEDIO

HEAVY DUTY
DEBER PASADO

**COMPETENT PERSON
PERSONA COMPETENTE**





[FRONT]

SCAFFOLD INSPECTION TAG
ETIQUETA DE INSPECCION SCAFFTAG

DATE FECHA	TIME HORA	INSPECTOR

[BACK]

Approved Scaffold Rigging Point Tag

 Marathon Petroleum Company LP  NOTICE / AVISO  <p>THE SCAFFOLD COMPONENT IDENTIFIED BY THIS COMPLETED TAG IS APPROVED TO BE USED AS A RIGGING POINT. THIS RIGGING POINT IS NOT TO BE USED FOR TRANSFERING OR DRIFTING LOADS</p> <p>EL COMPONENTE DEL ANDAMIO IDENTIFICADO POR ESTA ETIQUETA COMPLETA SE APRUEBA PARA SER UTILIZADO COMO PUNTO DE MONTAJE. ESTE PUNTO DE SUSPENSIÓN NO DEBE UTILIZARSE PARA TRANSFERIR O DESPLAZAR CARGAS.</p> <p>WEIGHT RATING: _____ LBS LIMITE DE PESO: _____ LIBRAS</p> <p>RIGGING SPECIFICATIONS ESPECIFICACIONES DE MONTAJE</p> <p>CORRESPONDING SCAFFOLD TAG# ETIQUETA DE ANDAMIO CORRESPONDIENTE N.º</p>	 Marathon Petroleum Company LP INSPECTION RECORD REGISTRO DE INSPECCIÓN																																																																											
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Streamer

APPROVED SCAFFOLD RIGGING POINT PUNTO DE MONTAJE APROBADO	ETIQUETA DE ANDAMIO CORRESPONDIENTE N.º
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Scaffold Tag Holder



Attachment B: Scaffold Access

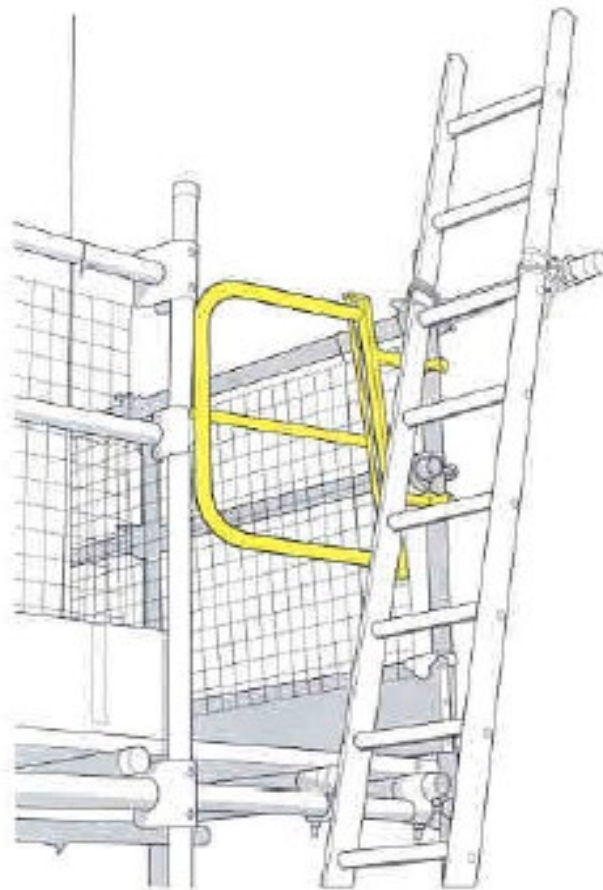


Figure 3
External ladder access using a safety gate

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Marathon Galveston Bay Refinery Form EQ-4A – Scaffold Inspection Checklist

This is a list of basic requirements for scaffold inspections. The following checklist applies to basic scaffolds:

Working Levels and Planking

- 1) Gap between planks is less than 1 inch
- 2) Planks are tied together securely to prevent movement
- 3) Planks are cleated or extend at least 6 inches beyond support
- 4) Planks are not painted
- 5) Makeshift devices and/or ladders are not used to increase the height of the working level
- 6) Planks are not damaged
- 7) Wood planks are not placed near high heat sources above 120°F
- 8) Easy access to working levels

Access/Egress

- 1) Safe access is provided to prevent climbing on scaffold frames.
- 2) Swing gates are installed, where feasible.
- 3) External ladder landing height is 20 ft above the ground or less, or self-retracting lifelines are provided.
- 4) External ladder rungs on external ladders are perpendicular to the work platform (where feasible).
- 5) Internal ladder landing height is 20 ft or less, and openings are protected by a swing gate and guardrails or self-retracting lifelines are provided.

Personal Fall Protection

- 1) Handrails and midrails installed
- 2) Handrails between 38-45 inches high
- 3) Safety harness and adequate tie-off points, as required if handrail missing, midrail missing, uncovered floor opening (12" or greater) on platform present, and/or ladder platform height is greater than 20 feet

Falling Objects

- 1) Toe boards are installed
- 2) Safety mesh/netting installed from toeboard to hand rail if personnel walk/work under scaffold or if material is stacked over the height of the toeboard.
- 3) Limited amount of material stored on scaffold
- 4) Proper material handling techniques are used to minimize falling object hazards
- 5) Floor holes (between 1-12") are covered to prevent falling objects, where feasible.

Scaffold Stability

- 1) Scaffold has base plates and/or mud sills
- 2) Scaffold is tied to structure (vertically and horizontally), as required
- 3) Cross bracing is used, as required
- 4) Maximum intended load and capacity not exceeded (scaffold shall be designed to withstand 4 times the maximum intended load)
- 5) All scaffold members (tubes, clamps, mudsills, etc.) are not damaged

Other Issues

- 1) Fire protection and/or other safety equipment is not blocked by the scaffold
- 2) Electrical hazards are identified and controlled and proper clearances are maintained
- 3) Overhead obstructions are identified and risk assessed
- 4) Working area obstructions are identified and risk assessed
- 5) Scaffold is not over 125 feet high, unless designed by a Registered Professional Engineer (P.E.)
- 6) Dissimilar metals are not used (to prevent galvanic action)