



Bay Mobile Scaffold Limited

Safe Use Guide

Please ensure that you have read, familiarise, and understand this safe use guide prior to assembly and use of our scaffold towers.

You MUST advise Bay Mobile Scaffold if you require further safe use guidance or have any questions prior to use.

Safety & pre-checks.

1. Time must be taken planning where the scaffold tower will be set up. The ground must be flat and level. The user(s) of the scaffold should be familiar with the risks involved with using scaffold and working at heights. The scaffold must be inspected for any visible damage prior to use.
2. Scaffold with a working height of 5m or over must only be assembled, altered, and dismantled by a ticketed scaffolder with the appropriate certifications.
3. Stabilisers (outriggers) must be used on any scaffold with a working height 3m or higher or where there is likely to be horizontal force.
4. All scaffolding towers must have guard rails fitted to prevent falls regardless of height.
5. Consider other factors such as weather, that can affect the safe use of scaffold. Children and pets should be kept away when working at heights.
6. Always be aware of overheard items such as powerlines.

- Scaffold must not be used in strong wind, with reasonable precautions taken in light wind.

| Wind Description | Speed (kph) | Visible Indications | Action Required |
|------------------|-------------|--|--|
| Medium breeze | 20 - 29 | Raises dust and loose paper, small branches move on trees. | Safe to work on tower. |
| Fresh breeze | 30 - 39 | Small trees in leaf begin to sway. | Ensure that the tower is tied to a rigid structure & has outriggers fitted |
| Strong breeze | 40 - 50 | Large branches in motion, umbrella's use with difficulty, telegraph wires whistle. | Cease to work on tower and ensure any loose platforms are tied down. |
| Gale Force | 60+ | Twigs break off tree, progress generally impeded. | Dismantle tower if storms forecast. |

During Operation.

- Our scaffold must only be used for its intended purpose. If you are unsure if an activity is a suitable purpose for our scaffold, please get in touch prior to doing so.
- Scaffold must not be altered or moved while any person is on the scaffold.
- If the scaffold is on wheels, the brakes must be locked while the scaffold is in use. These need to be double checked and re-applied when moving scaffold.
- Do not exceed the live load weight limit of the scaffold of 225kg.
- Ensure that the scaffold tower is set up level and the castors or baseplates are sitting evenly and are weighted equally.
- If the wind picks up or it starts to rain, please exercise common sense as to when the job needs to be called off and postponed.
- Ensure that access to the scaffold is limited to authorised people only.
- DO NOT use this scaffold where an electrical hazard exists. The scaffold is conductive.

9. Your scaffold tower must not exceed a working height 3 times or more the width of the base. For example, if the width of the base of your scaffold tower is 1m, you must not exceed a working height of more than 3m unless you have outriggers fitted.
10. The scaffold must not be tampered with or modified in anyway.

Dismantling.

1. Please dismantle in the reverse order that the scaffold tower was put together. This process is much easier with 2 people.
2. Ensure the area is clear of debris and people are well away in case any parts were to fall during dismantling.
3. As scaffold has significant structural integrity to maintain, please do not throw or drop pieces.
4. Stack the main pieces somewhere accessible and place the smaller pieces into their corresponding containers ready for collection.

Common risks.

These are some of the risks you may encounter when using scaffolding. It is up to you as the customer to thoroughly assess and minimise these risks and any others you may find.

1. Setting up the tower incorrectly.
2. Not familiarising yourself with safe use of scaffolding.
3. Setting up the tower on uneven or slippery ground.
4. Working where children, pets or other distractions are present.
5. Working while it is windy or raining.
6. Working with or near live electricity.
7. Not wearing appropriate PPE.
8. Being impaired by alcohol or drugs during use.
9. Not using the handrails supplied.
10. Not locking the castor brakes while in use.
11. Moving or altering the tower while it is in use.
12. Exceeding the weight limit of 225kg.
13. Using horizontal force against the tower or not using outriggers when necessary.
14. Allowing access to the tower by underage or unauthorised people.
15. Not identifying local hazards such as powerlines.