



# Bay Mobile Scaffold Limited

## Set Up Guide

1. Find an open space where you can layout the components of the scaffold, but make sure you can roll it to where you need it! This process is also much easier with two people.
2. Grab the first ladder frame (widest and largest piece), lay it on it's flat and slide the wheels up inside the bottom of the frame. Make sure the castor brakes are on.



3. Find the first diagonal brace and attach both ends to the ladder frame, do the same for the second diagonal brace on the other side. Leave the other ends sitting on the ground for now. These will hold the frame up.





- Find the second ladder frame and in the same fashion slide the wheels inside. Move frame and wheels to the other end of the diagonal braces sitting on the ground and attach them by picking up the ends of the diagonal brace and sliding them onto their retainers.



- Once both ladder frames are secured to the diagonal braces, your scaffold will be able to stand on its own. It is a good idea now to check the tower for levelness and adjust where necessary. Place a plank onto the first level of the scaffold.



- The plank will hold the frame square and give you a platform for lifting handrails or further ladder frames into place on top. While standing on the plank, place joiners inside each of the corners of the ladder frames and secure these with the supplied bolt and retaining pin.

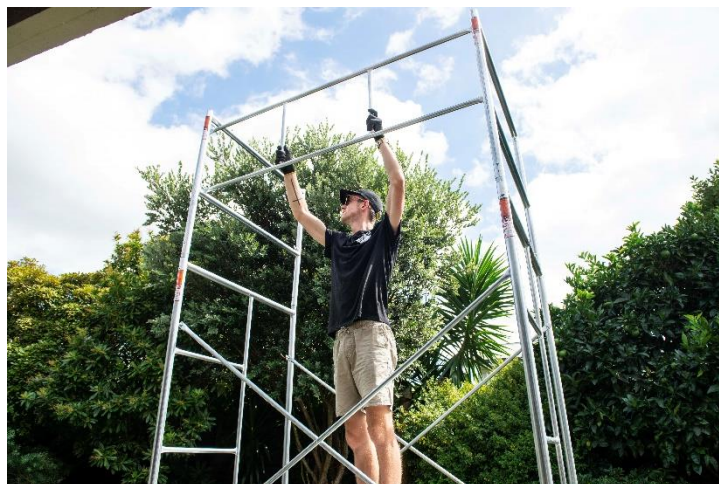




7. Lift the upright handrails into place, sliding them down on top of the joiners, fixing each one again with a bolt and retaining pin. This is the same process if you are adding another ladder frame.



8. At this point, grab the horizontal handrails for the side that you are standing on and lift it into place. If you cannot reach, you may want to move the plank up a level to help. Please exercise caution doing this.



9. To do the other side, move the bottom plank up one level, and using the other plank as fall protection, place this on the top rung on the other side to install the second handrail.





10. Finally, move the planks to the desired level. Be sure to place the trapdoor plank on the side with the ladder rungs. This will be accessed by climbing internally.



11. With your handrails fixed in place and castor brakes on, you can begin to use the scaffold tower. To dismantle, just reverse these steps. To build the double height tower, follow the same process, moving planks up and ensuring you are protected by fall protection as you go.

