

 DEE CRAMER HEATING / COOLING / SHEET METAL <i>Dedicated People. Delivering Quality.</i>	Dee Cramer, Inc. Safety Management System		Doc No:	SCAFFSAFEPLAN
			Initial Issue Date:	12/17/2012
	SCAFFOLDING SAFETY PLAN		Revision Date:	6/25/2026
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Purpose

This plan is to ensure a safe workplace by establishing formal, written requirements for scaffold work. We will review and update this plan as needed to reflect new OSHA regulations, scaffolding best practices, and business needs. The Safety Director serves as the plan coordinator and is responsible for implementation.

Scope

This general scaffold plan applies to all employees who work on scaffolds, including those who erect, dismantle, move, operate, repair, maintain, or inspect them. It applies to all scaffolds at all Dee Cramer job sites.

Definitions

Access Point - A safe means of entry or exit to a scaffold, such as ladders, stair towers, ramps, or built-in access frames.

Anchorage/Tie-Off Point – A secure point of attachment for lifelines, lanyards, or deceleration devices used in fall protection.

Competent Person - An individual capable of identifying existing and predictable hazards in the surroundings or working conditions of scaffolds and who has authorization to take prompt corrective measures to eliminate those hazards.

Erection/Dismantling - The process of assembling or disassembling scaffold components under the supervision of a competent person.

Qualified Person - A person who possesses a recognized degree, certificate, or professional standing, or who has extensive knowledge, training, and experience related to scaffolding design, erection, and load calculations.

Scaffold - Any temporary elevated platform (supported or suspended) and its supporting structure used to support employees and materials during construction, maintenance, or repair work.

Responsibilities

Supervisors/Managers

- Ensure scaffolds are erected, modified, and dismantled under the supervision of a competent person.
- Enforce the use of required fall protection systems (guardrails, PFAS) at all times.
- Ensure scaffold load limits are not exceeded, particularly when storing or handling sheet metal materials.
- Coordinate safe access to scaffolds (ladders, stair towers) and prevent unauthorized use.
- Ensure materials, including sheet metal, are properly secured to prevent shifting or falling.

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- Lead or participate in pre-task safety meetings addressing scaffold-related risks.
- Report incidents, injuries, and near misses promptly to the Safety Department.

Safety Department

- Develop, implement, and update the Scaffolding Safety Policy in compliance with OSHA standards and industry best practices.
- Provide technical guidance on scaffold selection, fall protection systems, and hazard mitigation specific to sheet metal operations.
- Review scaffold-related incident reports, near misses, and hazards; identify root causes and implement corrective actions.
- Ensure proper signage, tagging systems, and hazard communication are consistently utilized.
- Support project teams in pre-task planning and Job Safety Analyses (JSAs) involving scaffold use.

Employees

- Use scaffolds only as intended and in accordance with training and company policy.
- Inspect scaffold access, platforms, and fall protection systems prior to use and report any defects immediately.
- Never use a scaffold that is improperly tagged, damaged, or incomplete.
- Follow all fall protection requirements, including proper use of harnesses and tie-offs when required.
- Do not alter, modify, or remove scaffold components unless authorized.
- Stop work and notify supervision if unsafe conditions arise, including weather-related hazards.

Capacity

Safety requirements for scaffold assemblies.

- Each scaffold and scaffold component we use will support without failure, its own weight and at least four times the maximum intended load applied or transmitted to it.
- When we use non-adjustable suspension scaffolds each suspension rope, including connecting hardware, will support, without failure, at least six times the maximum intended load applied or transmitted to that rope.
- Scaffold shall be designed by a qualified person and shall be constructed and loaded in accordance with that design. Direct connections to roofs and floors and counterweights used to balance adjustable suspension scaffold, shall be capable of resisting at least 4 times the tipping moment imposed by the scaffold operating at the rated load of the hoist. Each suspension rope, including connecting hardware used on non-adjustable suspension scaffolds shall be capable of supporting without failure at least 6 times the maximum intended load applied or transmitted to that rope.

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The stall load of any scaffold hoist shall not exceed 3 times its rated load.

Platform Construction

This section documents the procedures and safety requirements we use to construct our scaffold platforms.

Type of Scaffold: Supported scaffolds are platforms supported by legs, outrigger beams, brackets, poles, uprights, posts, frames or similar rigid supports

Type of Planking: Scaffold planking shall be capable of supporting without failure, its own weight and at least times the intended load. Solid sawn wood, fabricated planks, and fabricated platforms may be used as scaffold planks following the manufacture.

Fall protection used: Personal fall arrest systems including; harness, lanyard, components of harness; dee-rings, snap hooks, lifelines and anchorage points.

The following safety rules apply for this scaffold platform construction:

- Each scaffold plank will be installed so that the space between adjacent planks and the space between the platform and uprights is no more than one inch wide. If, in certain situations, we need to make this space wider, we will attach our demonstration in the appendix to this plan.
- Except for outrigger scaffolds (3 inches) and plastering and lathing operations (18 inches), the front edge of all platforms will not be more than 14 inches from the face of the work, unless we have a guardrail or personal fall arrest system in place that meets regulations.
- Usage shall be performed as through training under MIOSHA regulations

Gaining Access to Scaffolds

Accessing the working platform is critical to the safety of our employees. This section outlines the mechanical requirements for gaining access to scaffold platforms such as: (1) ladders, (2) ramps and walkways, (3) stair rails, and (4) direct access from another scaffold. This section is divided into two parts. The first part is for workers gaining access to scaffold platforms to do work; the second part is access for employees erecting and dismantling scaffolds.

- Portable, hook-on, and attachable ladders will be positioned so as not to tip the scaffold.
- All stair rail systems and handrails will be surfaced to prevent injury to our employees from punctures or lacerations, and to prevent snagging of their clothes.
- When scaffold platforms are more than 2 feet above or below a point of access, portable ladders, hook-on ladders, attachable ladders, stair towers, stairway-type ladders, ramps, walkways, or similar surface shall be used. Cross braces shall NOT be used as a means of access

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Our company shall provide safe means of access for each employee erecting or dismantling a scaffold where the provision of safe access is feasible and does not create a greater hazard. We shall have a competent person determine whether it is feasible or would pose a greater hazard to provide, and have employees use a safe means of access. This determination shall be based on site conditions and the type of scaffold being erected or dismantled.

Hook-on or attachable ladders shall be installed as soon as scaffold erection has progressed to a point that allows for safe installation and use.

When erecting or dismantling tubular welded frame scaffolds, (end) frames, with horizontal members that are parallel, level and are not more than 22 inches apart vertically may be used as climbing devices for access, provided they are erected in a manner that creates a usable ladder and provides good hand hold and foot space.

Cross braces on tubular welded frame scaffolds shall not be used as a means of access or egress.

Fall Protection Plan

Fall protection planning is critical to the safety and well being of our employees. Our fall protection plan follows the OSHA requirements that are different depending on the type of scaffold we are using. In this plan we address fall protection for our scaffold erectors and dismantlers separately.

One fact never changes. We know we must provide fall protection for any employee on a scaffold more than 10 feet above a lower level.

This fall protection plan for our working employees is for the following type(s) of scaffold(s):

- To meet all requirements of 1926.502 - OSHA fall protection rule Single- or two-point adjustable suspension scaffold - We will protect each employee on our single or two point adjustable suspension scaffolds by a personal fall arrest system.

Self-contained adjustable scaffold supported by the frame structure-We will protect each employee on our self-contained, frame structure supported, adjustable scaffolds by a guardrail system. The guardrail system:

- Has a minimum 200-pound top rail capacity.
- Will be installed before being released for use by our employees.
- Guardrail systems shall be installed along all open sides and ends of platforms. Midrails, screens, mesh, solid panels shall be installed as needed per job site conditions.

Falling Object Protection

All employees must wear hard hats when working on, assembling, or dismantling scaffolds. This is our primary protection from falling objects. Additionally, we will:

- Install all guardrail systems with openings small enough to prevent passage of potential falling objects.

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- Prevent tools, materials, or equipment that inadvertently fell from our scaffolds from striking employees by barricading the area below the scaffold.
- Where there is a danger of tools, materials, or equipment falling from a scaffold and striking employees below. All protective guarding will be used per condition of jobsite environment.

Using Scaffolds

Site preparation, scaffold erection, fall protection, and gaining access to the working platform are only some of the requirements for scaffold work. While this all takes concentration and safe work practices, the most dangerous time can be when employees are concentrating on their work and not particularly aware of the hazards of working from scaffolds. It is critical that employees who use scaffolds be trained, among other things, in the recognition of the hazards associated with the type of scaffold being used and to understand the procedures to control or minimize those hazards. Our competent person will inspect all scaffolds and scaffold components for visible defects before each work shift, and after any occurrence that could affect a scaffold's structural integrity. However, in addition to that, all users of scaffolds in this company will know and understand the following safety rules:

- Scaffolds and scaffold components will never be loaded in excess of their maximum intended loads or rated capacities.
- Debris must not be allowed to accumulate on platforms.
- Scaffolds shall not be moved horizontally while employees are on them. Inspection must be done by a competent person each shift. Employees shall be prohibited from working on scaffolds cover with snow, ice or other slipper material. Ladders shall not be used on scaffolds to increase the working level height of employees.

Specific Procedures

In addition to the general procedures in this written safety plan, there are procedures that apply to specific types of scaffolds. The safety rules for these specific types of scaffolds are found in 1926.452.

Prohibited Practices

The following practices will never be tolerated in this company:

- Scaffold components manufactured by different manufacturers will never be intermixed unless the components fit together without force and the scaffold's structural integrity is maintained.
- Unstable objects will never be used to support scaffolds or platform units. Footings must be level, sound, rigid, and capable of supporting the loaded scaffold without settling or displacement.
- The use of shore or lean-to scaffolds is prohibited.

Duties of Competent and Qualified Persons

When working with scaffolds in this company there are some tasks that must be done by our competent or qualified person.

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Competent Person

- One who can identify existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.
- Scaffolds will be erected, moved, dismantled or altered only under the supervision and direction of a competent person. Inspection shall be done before each shift scaffold is being used daily. (complete as required from 1926.450-.454)

Qualified Person

- One who, by possession of a recognized degree, certificate, or professional standing, or who by extensive knowledge, training and experience, has successfully demonstrated his/her ability to solve or resolve problems related to the subject matter, the work, or the project.
- Scaffolds must be designed by a qualified person and shall be constructed and loaded in accordance with that design.
- All employees who perform work while on a scaffold must be trained by a qualified person.

Training

Our employees who perform work on scaffolds will be trained by a qualified person to recognize the hazards associated with the type of scaffold being used and to understand the procedures to control or minimize those hazards. The training will include the following areas as applicable:

- The nature of and the correct procedures for dealing with electrical hazards.
- The nature of and the correct procedures for erecting, maintaining, and disassembling the fall protection and falling object protection systems used.
- The proper use of the scaffold, and the proper handling of materials on the scaffold.
- The maximum intended load and the load-carrying capacities of the scaffolds used.
- Any other pertinent requirements of the OSHA rules.

Our employees who erect, disassemble, move, operate, repair, maintain, or inspect scaffolds will be trained by our competent person to recognize the hazards associated with the work being done. The training will include the following topics as applicable:

- The nature of scaffold hazards.
- The correct procedures for erecting, disassembling, moving, operating, repairing, inspecting, and maintaining the type of scaffold in question.
- The design criteria, maximum intended load-carrying capacity, and intended use of the scaffold.
- Any other pertinent requirements of this subpart.

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Management of Change		
Date	Description of Change	Name
6/25/2026	General process flow updates.	Madelyn Nichols