

Instructions for Employers using scaffolds or providing scaffolds for use – Minimum Requirements
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Only trained employees are allowed to carry out work on scaffolds (Royal Decree 31-Aug-2005).

Scaffold concept

- Compliant with the EN 12811-1 European standard. The permissible load is mentioned on the entry label.
Within the standard, a distinction is made between:
 - 1) façade scaffolding
 - 2) volume scaffolding
 - 3) access scaffolding
- Screens that catch the wind are not allowed, unless stated otherwise on the entry label.
- Scaffold parts can only be used for hoisting if the scaffolding construction company has given its written permission to do so.
- In case of extensions, hanging scaffolds and consoles the maximum useful load is 1.5 kN/m², unless specifically mentioned otherwise.

Entering the scaffold

- The scaffold should only be entered after it has been given an approved entry label.
- The user carries out a visual inspection of the entire scaffold construction.
- The scaffold should only be entered through the provided access areas, which must be kept clear at all times.
- When climbing ladders, employees must not use their hands to carry materials and must always hold onto the rungs.
- Caged ladders should always be climbed on the inside.

Weather condition risks

- The scaffold must only be used if the weather conditions do not put the users' health and safety at risk.
- In case of stormy weather (wind of min. 6 Beaufort), the Client must make sure that any shielding, canvas or nets are rolled up and/or removed, unless specifically mentioned otherwise.

Scaffold inspection by the user

- After extreme weather conditions.
- If conditions in the surrounding area have changed (digging, traffic, etc.).
- In case of a major load increase (blasting grit, demolition waste, etc.).
- The user is responsible for maintenance and possible periodical inspections.

Changes to the scaffold construction

- Any changes to the scaffold are preferably made by the company that assembled the scaffold.
- Guard rails, toe-boards and floors must not be moved or removed.

Prevention of falling objects

- When the work is finished, the contractor/user should clear any loose materials (rubble, plastering, wood, metal parts...) from the scaffold floors.

Scaffold check-out

- Before the scaffold is disassembled, the Client/user should clean the scaffold parts and completely remove any substances, for example: blasting grit, grease, oil, paint, plastering, concrete and chemicals, particularly asbestos fibre and asbestos dust.

Scaffold use

- The scaffold must only be used by people that have followed a training course to gain the knowledge and skills required for carrying out their work on scaffolds.
- If it is observed that the scaffold construction is no longer compliant, the entry label must be taken off, the scaffolding construction company should be notified, the works on the scaffold should be stopped and access to the scaffold should be physically prevented.
- To guarantee the optimal stability of the scaffold, any actions that could bring damage to the supporting parts of the scaffold and/or the load bearing underground are not permitted.

These instructions should be signed by all your scaffold users.