Safety Guidelines to Prevent Accidents

Severe injury or death can result from improper assembly or use of this suspended scaffold equipment.

1. Do not use suspended scaffold equipment unless:
   • You have read and understand the Scaffold Industry Association’s Suspended Platforms Codes of Safe Practice. (See page 12)
   • You are wearing properly rigged fall arrest equipment.
   • You comply with the platform assembly instructions and safety information. See platform loading and length data on page 7 of this manual and on the decals affixed to this staging.

2. Be aware that the platform is only one component of a suspended scaffold system. You must comply with each manufacturer’s/supplier’s instructions and all local, state and national safety standards and regulations.

3. Copies of this platform’s assembly and operating instructions are available at no charge from the supplier of your platform. You must read and understand this information before using this equipment.

4. Stop using this platform immediately if any of the suspended platform components do not operate properly. Call your supervisor immediately for help.

5. Only trained personnel shall assemble and use this equipment under the supervision of a competent person.

6. Be aware these safety guidelines are not all inclusive. Proper training for all individuals erecting, installing and using this equipment is mandatory.

7. Inspect components of the platform when received. See page 3 checklist.

8. Refer to and understand the Platform Configurations on page 8 of this manual (“Required Components”).

9. Do not assemble or use platform unless all components are present and in use.
10. This platform has been designed, engineered, manufactured and tested to exacting standards - do not modify this platform in any way!

11. DANGER! metal conducts electricity. Never use metal platforms near electrical current. Contact the local electrical utility for recommendations.

12. Do not apply impact loads to platform (dropping anything on the deck of the platform).

13. If the platform is exposed to excessive heat (as in the case of a fire), remove platform from service (structural strength may be compromised).

14. Do not weld anything to the component parts of this platform (structural strength may be compromised).

15. Do not subject his Platform to acids (such as muriac or hydrochloric) or other corrosive substances that can seriously effect the strength of aluminum. Should such substances come in contact with this platform, they must be immediately cleaned from the equipment by flushing with water and neutralizing as quickly as possible. Remove all platform sections suspected or subjected to corrosive attack from service.

16. Keep platform deck free from debris (especially oil or grease, which can cause a slipping hazard).

17. Keep the platform level at all times.

18. Do not overload or extend Platform’s total length or loading beyond U.L. classification (see information contained in chart of Page 7 of this manual). Be sure to evenly distribute weight (loading) on platform and to roof rig accordingly (adequate counterweights and tie backs).

19. Replace broken or damaged platform components as necessary. Check stirrups, connections and platform condition prior to each use.

20. Check that all quickpins are in place and retained with locking (lynch) pins prior to each use.

21. When using cantilevered sections, refer to chart on Page 7 of this manual for correct configurations to be used. Note that cantilevered sections must balance (be equal in length).

22. Be sure the hoists being used fit the platform properly and that their stirrup bar aligns with the platform mounting brackets/plates. Use only hardware furnished by the hoist manufacturer, (grade 5 hardware or better).

23. Be sure wire rope is properly routed through pulleys and inlet guides at top of walk thru type stirrups.

24. Additional copies of warning labels are available should the original labeling become damaged, obscured or removed. Contact your Up-Stage platform supplier.

25. DO NOT USE platform when the wind speed exceeds 25 mph.
Checklists

If you check off any boxes under “NO”, do not use this platform until the problem is corrected and immediately contact your supervisor or supplier.

**Inspection checklist prior to installation**

**YES  NO**

☐ ☐ I have read and understand this operating manual.

☐ ☐ All labels (including load ratings and configurations) are in place and clearly legible.

☐ ☐ All components are present per the configuration tables on page 8.

☐ ☐ The spring-loaded buttons on the guardrails and guardrail posts are in place and operate properly. A Quickpin may be used in lieu of a spring-loaded button.

☐ ☐ All components are in good working order and do not have any of the following defects:

  • Cracked or torn welds. 
  • Cracked or deformed parts that could weaken the platform. 
  • Deformations that do not allow normal installation. 
  • Deformations or cracked connection holes.

**Inspection checklist after installation**

Perform this inspection after installation AND prior to each workshift.

**YES  NO**

☐ ☐ The load rating as listed in the table on page 7 is not exceeded.

☐ ☐ Each Side Frame is connected to the U-frames with 4 Quickpins.

☐ ☐ Each Quickpin is secured with a locking clip (lynch pin).

☐ ☐ The Decks are properly locked in by the Deck Spring Clips.

☐ ☐ The Roller Bumpers are properly fastened.

☐ ☐ Each End Stirrup is secured with an axle rod or 2 Quickpins.

☐ ☐ The toeboard brackets on the Walk Thru Stirrups are properly fastened.

☐ ☐ The stirrups are in line with the rigging points above.

☐ ☐ Operating instructions of hoists and platform are kept on the platform.

☐ ☐ The platform is clear of any snow, ice, debris or other material.

☐ ☐ All labels are in place and clearly legible.
WARNING! When using Low Profile C-stirrups, do not use work cages longer than 1m to prevent excessive tilting.

Walk Thru C-Stirrup
Dual purpose Walk Thru C-stirrups allow you to construct continuous runs, or assemble various size work cages (1, 1-1/2 or 2m long).

WARNING! Do not use work cages with Walk Thru C-stirrups longer than 2m (6'-9") to prevent excessive tilting.

Low Profile C-Stirrup

WARNING! When using Low Profile C-stirrups, do not use work cages longer than 1m to prevent excessive tilting.
Identification of Component Parts

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<td>2</td>
<td>Side Frames</td>
</tr>
<tr>
<td>2</td>
<td>Guardrails</td>
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<tr>
<td>1</td>
<td>U-Frame (with 8 Quickpins attached)</td>
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<td>2</td>
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<td>Walk Thru Stirrup (Aluminum type)</td>
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<tr>
<td></td>
<td>Hinge Section</td>
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Guardrail Post
Guardrail
End Stirrup
Caster
Roller Bumper
U-Frame
Side Frame
Deck
End Guardrail
Walk Thru Stirrup
Low Profile C-Stirrup
Quickpin
Description of Component Parts & Instructions

1. **Side Frame**: The structural side panel that incorporates the toe board and mid rail.
2. **Aluminum Deck**: Dual sided decks can be flipped over in order to utilize both working surfaces. The panels in the deck are separated to reduce the effects of wind on the platform and so water can properly drain.
3. **U-Frame**: Connects the side frames by using quickpins. The following components are mounted to the U-frame: guardrail posts, casters, end stirrup or end guardrail.
4. **End Stirrup**: Fastened to the U-frame with a stirrup rod and retaining lynch pin. This arrangement allows the end stirrup to fully pivot from the horizontal position when the hoists are under load. The "^" saddle on each side of the U-frame, mates with the "^" saddle on the end stirrup A-frame. The saddles allow the end stirrup, with hoist attached, to be stabilized in an upright position when there is no tension or load on the hoists.
5. **Guardrail Post**: Guardrail posts are mounted in the U-frame (two posts per U-Frame). They are fastened to the proper 42-inch height by means of a spring-loaded compression button.
6. **Guardrail**: The guardrail is mounted in the guardrail post by means of spring loaded compression buttons. Guardrails are required on both sides of each platform section unless special stabilization procedures are in effect (for front guard rail removal only).
7. **Caster**: Allows platform to be easily moved at ground level. Normally, a platform requires 4 casters, but longer length platforms may require more casters in the center to facilitate movement. Casters are mounted to a galvanized steel stem that are inserted into the bottom of the U-frame and fastened with an end stirrup axle rod or quick pins (if end guard rails are being used).
8. **Quickpin**: Quickpins secure the side frames to the U-frames. Quickpins are secured in place by means of a lynch pin. There are four sets of quick pins (8 pins total) attached to each U-frame by a steel wire rope lanyard. Use only factory supplied quickpin sets.
9. **End Guardrail**: Mounts inside the U-frame of a section by using quickpins. End guardrails are necessary when walk-thru stirrups are used.
10. **Roller Bumper**: Roller bumper brackets mount to the toeboard via a wing nut or T-handle securing system. Normally, 2 roller bumpers are used on each platform; however, corner platforms may require additional roller bumpers. At times replacement rollers should be installed on the roller bumper brackets due to wear and job conditions.
11. **Walk-Thru and Low Profile C-Stirrup**: Can be mounted at any location on a platform section. It is attached to the back midrail of a platform section via an attachment bracket. Also a front retaining bracket locks to the front toeboard. End guard rails must be used in conjunction with this type of stirrup.
12. **Walk-Thru Aluminum Stirrup**: Mounted in place of a U-frame. Normally used in conjunction with a hinge section. Federal Regulations require use of a hinge section whenever there are more than two hoists (stirrups) mounted on a straight platform and in certain corner platform configurations. Hinge sections relieve torque stresses that could otherwise cause a platform to fail. End guard rails must be employed when using this type of stirrup.
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<th>RATED WORKING LOAD</th>
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**Wire Rope**

**Explanation of Cantilevered Sections**

**NOTES:**
- All Platforms must be assembled as detailed in the Platform Configuration Column (above). This is the manner in which the Platforms were tested and classified by U.L.
- This chart takes into consideration that 2 powered scaffold hoists will be used.
- **WARNING!** Any platform configuration not listed on this chart must be approved by the manufacturer prior to use. Failure to comply with this may result in death or serious injury.
- Total platform weight does not include weight of hoist, bumpers, casters, material or workers.
- **WARNING!** Rated Working Load must be evenly distributed on Platform.
- The above figures allow for "C"- Type Stirrups not exceeding 140 lbs.
### Configuration Table with End Stirrups

- **Required Components for Platform Length**

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<tr>
<th>Item</th>
<th>Part No</th>
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<th>9'-9&quot;</th>
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### Configuration Table with Walk Thru Stirrups

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**WARNING:** Any platform configuration not listed on this chart must be approved by the manufacturer prior to use. Failure to comply may result in death or serious injury.
Assembly Instructions
Assembling Sections For Use with End Stirrups

1. Assemble side frames to U-frames with 8 quickpins per section of platform. Secure the quickpins with the locking clips. Repeat until you have the desired platform length.

2. Insert casters into U-Frames. Connect stirrups and casters to U-Frame with stirrup rod and locking clip. Insert guardrail posts and secure in place with the built-in spring-loaded hold buttons.

3. Place decks between side frames. Snap into place behind spring-loaded retaining lever arms. Place guardrails into guardrail posts and secure in place with the built-in spring-loaded hold buttons. Mount roller bumpers.
Assembly Instructions
Assembling Sections For Use With Walk Thru Type Stirrups

1. Assemble side frames to U-frames with 8 quickpins per section of platform. Secure the quickpins with the locking clips. Repeat until you have the desired platform length.

2. Assemble end guardrails and caster wheels in U-frames with quickpins. Insert guardrail posts and secure in place with the built-in spring-loaded hold buttons.

3. Place decks between side frames. Snap into place behind spring-loaded retaining lever arms. Mount Walk Thru Type stirrups in required position and make sure they align with rigging points above. Use provided hardware to secure. Place guardrails into guardrail posts and secure with the built-in spring-loaded hold buttons. Mount roller bumpers.
Assembly Instructions - Corners

Assembly drawings for fixed corners (30°, 45°, 60°, 90°). Note dimensions.

Component Description
1 = 90° Weldment Assembly
2 = Deck
3 = Front Side Frame
4 = Rear Side Frame
5 = Front Guardrail
6 = Rear Guardrail
7 = Guardrail Post

90° Corner

60° Corner

45° Corner

30° Corner
Code of Safe Practices for Suspended Powered Scaffolds

It shall be the responsibility of all users to read and comply with the following common sense guidelines which are designed to promote safety in the erecting, dismantling and use of Suspended Powered Scaffolds. These guidelines do not purport to be all-inclusive nor to supplant or replace other additional safety and precautionary measures to cover usual or unusual conditions. If these guidelines in any way conflict with any state, local, provincial, federal or other government statute or regulation, said statute or regulation shall supersede these guidelines and it shall be the responsibility of each user to comply therewith.

II. GENERAL GUIDELINES
A. POST THESE SAFETY GUIDELINES in a conspicuous place and be sure that all persons who erect, use, locate, or dismantle suspended scaffold systems are fully aware of them and also use them in tool box safety meetings.
B. FOLLOW ALL EQUIPMENT MANUFACTURERS’ RECOMMENDATIONS as well as all state, local and federal codes, ordinances and regulations relating to suspended powered scaffolding.
C. SURVEY THE JOBSITE. A survey shall be made of the jobsite by a competent person for hazards such as exposed electrical wires, obstructions that could overload or tip the suspended powered scaffold when it is raised or lowered, unguarded roof edges or openings, inadequate or missing tiebacks. Those conditions should be corrected before installing or using suspended powered scaffold systems.
D. INSPECT ALL EQUIPMENT BEFORE EACH USE. Never use any equipment that is damaged or defective in any way. Mark it or tag it as damaged or defective equipment and remove it from the jobsite.
E. ERECT AND DISMANTLE SUSPENDED POWERED SCAFFOLD EQUIPMENT in accordance with design and/or manufacturer’s recommendations.
F. DO NOT ERECT, DISMANTLE, OR ALTER SUSPENDED POWERED SCAFFOLD SYSTEMS unless under the supervision of a competent person.
G. DO NOT ABUSE OR MISUSE SUSPENDED POWERED SCAFFOLD EQUIPMENT. Never overload platforms or hoists.
H. ERECTED SUSPENDED POWERED SCAFFOLDS SHOULD BE CONTINUOUSLY INSPECTED by the user to ensure that they are maintained in a safe condition. Report any unsafe condition to your supervisor.
I. NEVER TAKE CHANCES! IF IN DOUBT REGARDING THE SAFETY OR USE OF SUSPENDED SCAFFOLDS, CONSULT YOUR SCAFFOLD SUPPLIER.
J. NEVER USE SUSPENDED SCAFFOLD EQUIPMENT FOR PURPOSES OR IN WAYS FOR WHICH IT WAS NOT INTENDED.
K. CARE SHOULD BE TAKEN WHEN OPERATING AND STORING EQUIPMENT DURING WINDY CONDITIONS.
L. SUSPENDED POWERED SCAFFOLD SYSTEMS should be installed and used in accordance with the manufacturer’s recommended procedures. Do not alter components in the field.
M. SUSPENDED POWERED PLATFORMS MUST NEVER BE OPERATED NEAR LIVE POWER LINES unless proper precautions are taken. Consult the power service company for advice.
N. ALWAYS ATTACH FALL ARREST EQUIPMENT when working on suspended powered scaffolds.
O. DO NOT WORK ON OR INSTALL SUSPENDED POWERED SCAFFOLDS if your physical condition is such that you feel dizzy or unsteady in any way.
P. DO NOT WORK ON SUSPENDED POWERED SCAFFOLDS when under the influence of alcohol or illegal drugs.

II. GUIDELINES FOR ERECTION AND USE OF SUSPENDED SCAFFOLD SYSTEMS
A. RIGGING:
1. WEAR FALL PREVENTION EQUIPMENT when rigging on exposed roofs or floors.
2. ROOF HOOKS, PARAPET CLAMPS, OUTRIGGER BEAMS, OR OTHER SUPPORTING DEVICES must be capable of supporting the hoist machine rated load with a safety factor of 4.
3. VERIFY THAT THE BUILDING OR STRUCTURE WILL SUPPORT the suspended loads with a factor of safety of 4.
4. ALL OVERHEAD RIGGING must be secured from movement in any direction.

5. COUNTERWEIGHTS USED WITH OUTRIGGER BEAMS must be of a non-flowable material and must be secured to the beam to prevent accidental displacement.

6. OUTRIGGER BEAMS THAT DO NOT USE COUNTERWEIGHTS must be installed and secured on the roof structure with devices specifically designed for that purpose. Direct connections shall be evaluated by a competent person.

7. TIE BACK ALL TRANSPORTABLE RIGGING DEVICES. Tiebacks shall be equivalent in strength to suspension ropes.

8. INSTALL TIEBACKS AT RIGHT ANGLES TO THE FACE OF THE BUILDING and secure, without slack, to a structurally sound portion of the structure, capable of supporting the hoisting machine rated load with a safety factor of 4. IN THE EVENT TIEBACKS CANNOT BE INSTALLED AT RIGHT ANGLES, two tiebacks at opposing angles must be used to prevent movement.

9. RIG AND USE HOISTING MACHINES DIRECTLY UNDER THEIR SUSPENSION POINTS.

B. WIRE ROPE AND HARDWARE:

1. USE ONLY WIRE ROPE AND ATTACHMENTS as specified by the hoisting machine manufacturer.

2. ASSURE THAT WIRE ROPE IS LONG ENOUGH to reach to the lowest possible landing.

3. CLEAN AND LUBRICATE WIRE ROPE in accordance with the wire rope manufacturer’s instructions.

4. HANDLE WIRE ROPE WITH CARE.

5. COIL AND UNCOIL WIRE ROPE in accordance with the wire rope manufacturer’s instructions in order to avoid kinks or damage.

6. TIGHTEN WIRE ROPE CLAMPS in accordance with the clamp manufacturer’s instructions.

7. DO NOT USE WIRE ROPE THAT IS KINKED, BURDCAGED, CORRODED, UNDERSIZED, OR DAMAGED IN ANY WAY. Do not expose wire rope to fire, undue heat, corrosive atmosphere, electricity, chemicals, or damage by tool handling.

8. USE THIMBLES AND SHACKLES AT ALL WIRE ROPE SUSPENSION TERMINATIONS.


10. WIRE ROPES USED WITH TRACTION HOISTS MUST HAVE PREPARED ENDS. Follow manufacturer’s recommendations.

C. POWER SUPPLY

1. GROUND ALL ELECTRICAL POWER SOURCES AND POWER CORD CONNECTIONS and protect them with circuit breakers.

2. USE POWER CORDS OF THE PROPER WIRE SIZE THAT ARE LONG ENOUGH for the job.

3. POWER CORD CONNECTIONS MUST BE RESTRAINED to prevent their separation.

4. USE STRAIN RELIEF DEVICES TO ATTACH POWER CORDS TO THE SUSPENDED SCAFFOLD to prevent them from falling.

5. PROTECT POWER CORDS AT SHARP EDGES.

6. USE GFI WITH POWER TOOLS.

D. FALL ARREST EQUIPMENT

1. EACH PERSON ON A SUSPENDED POWERED SCAFFOLD must be attached to a separate fall arrest system unless the installation was specifically designed not to require one.

2. EACH LIFELINE MUST BE FASTENED to a separate anchorage capable of holding a minimum of 5000 pounds.

3. DO NOT WRAP LIFELINES AROUND STRUCTURAL MEMBERS unless lifelines are protected and a suitable anchorage connection is used.
Code of Safe Practices for Suspended Powered Scaffolds  
(continued)

4. PROTECT LIFELINES AT SHARP CORNERS to prevent chafing.
5. RIG FALL ARREST SYSTEMS to prevent free fall in excess of six feet.
6. SUSPEND LIFELINES FREELY without contact with structural members or building facade.
7. USE LIFELINES OF SIZE AND CONSTRUCTION that are compatible with the rope grab used.
8. ASSURE A PROPERLY ATTACHED ROPE GRAB IS INSTALLED ON EACH LIFE LINE. Install in accordance with the manufacturer’s recommendations.
9. KEEP FALL ARREST DEVICE POSITIONED ABOVE YOUR HEAD LEVEL.
10. USE ONLY FULL BODY HARNESS of the proper size and that are tightly fastened.
11. ASSURE FULL BODY HARNESS HAS LANYARD attachment with D-ring at the center of your back.

12. CONSULT FALL PROTECTION SUPPLIER FOR INSPECTION PROCEDURE. INSPECT FALL PROTECTION ANCHORAGE / EQUIPMENT BEFORE EACH USE.

13. WHEN A SECONDARY WIRE ROPE SYSTEM IS USED, a horizontal lifeline secured to two or more structural members of the scaffold may be used in lieu of vertical lifelines.

E. DURING USE:

1. USE ALL EQUIPMENT AND ALL DEVICES in accordance with the manufacturer’s instructions.
2. DO NOT OVERLOAD, MODIFY, OR SUBSTITUTE EQUIPMENT
3. BEFORE COMMENCING WORK OPERATIONS preload wire rope and equipment with the maximum working load, then retighten wire rope rigging clamps and recheck rigging to manufacturer’s recommendations.

4. INSPECT ALL RIGGING EQUIPMENT AND SUSPENDED POWER SCAFFOLD SYSTEMS DAILY.
5. INSPECT WIRE ROPE DURING EACH ASCENT OR DESCENT FOR DAMAGE.
6. USE CARE TO PREVENT DAMAGE TO EQUIPMENT by corrosive or other damaging substances.
7. CLEAN AND SERVICE EQUIPMENT REGULARLY.
8. ALWAYS MAINTAIN AT LEAST ( 4) FOUR WRAPS OF WIRE ROPE ON DRUM TYPE HOISTS.
9. DO NOT JOIN PLATFORMS unless the installation was designed for that purpose.
10. ONLY MOVE SUSPENDED SCAFFOLDS HORIZONTALLY WHEN NOT OCCUPIED.

11. WHEN RIGGING FOR ANOTHER DROP assure sufficient wire rope is available before moving the suspended scaffold system horizontally.

12. WHEN WELDING FROM SUSPENDEDPOWERED SCAFFOLDS:
   a. Assure platform is grounded to structure.
   b. Insulate wire rope above and below the platform.
   c. Insulate wire rope at suspension point and assure wire rope does not contact structure along its entire length.
   d. Prevent the bitter end from touching the ground.
Your Local ALTREX Modular Platform Supplier Is:

- Modular Platforms
- Rigging Accessories
- Electrical Accessories
- Wire Rope
- Safety Line
- Fall Arrest Equipment