Tubular Scaffold Access Unit Installation Instructions

NOTICE
Please read and follow these instructions before installing, using or dismantling these scaffold access unit components. Serious injury or death can result from FAILURE to familiarize yourself, and comply, with all applicable safety requirements of federal, state, local and provincial regulations. Installation and dismantling must be done under supervision of a COMPETENT PERSON experienced in scaffold erection and dismantling. DO NOT use in any other fashion or with any other components without consulting BrandSafway or your BrandSafway dealer.

Use these installation instructions for LTUB7, LTUB4 and LTUBB when used with BrandSafway Systems™, Sectional and Tube and Clamp scaffolds.

1. General
   - Position scaffold access units in a location that avoids possible obstructions.
   - Install scaffold access units while working from a scaffold platform and use fall protection per employers fall protection plan.
   - Install scaffold access unit sections as scaffold is built.
   - Install/use access gates as appropriate.
   - Dismantle scaffold access units using reverse procedure.
   - Follow appropriate BrandSafway Scaffold Safety Guidelines.

2. Initial Planning
   - Cordon off work area to prevent access by others.
   - Conduct a hazard assessment with your crew.
   - Ensure fall arrest equipment has been inspected and provided along with all necessary personal protective equipment (PPE).
   - When feasible, and in accordance with applicable regulation, workers to be tied-off to an adequate anchor when exposed to a fall.

LTUBB Replacement Hardware

Use BrandSafway CW78 Wrench

<table>
<thead>
<tr>
<th>Description</th>
<th>Part No.</th>
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<tbody>
<tr>
<td>Bolt</td>
<td>5143A0822</td>
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<tr>
<td>Washer</td>
<td>5181A0010</td>
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</tbody>
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3. Bottom Tubular Scaffold Access Unit

- Best practice is to position the first LTUB_ onto a sill on the ground (see figure 1b). Ensure the LTUB_ coupling pins are facing upwards.
- Only use hardware supplied with the LTUBB.
- Install the first bracket under a rung near the bottom of the LTUB_. Install the second bracket under a rung near the top. Be sure the brackets are snugged up against the underside of the rungs (See figures 1a and 1b).
- Tighten the (2) bolts in each bracket until they are snug and the bolt head and washer sit flush against the bracket (See figure 1c). Do not over tighten the bolt, causing visible deflection of the bracket.
- Secure the clamp around the scaffold leg and tighten the bolts on the clamp to approximately 45 ft-lb (See figure 1b).
• Pre-install one bracket on the LTUB_ above an upper rung and snug against the top of that rung (See figures 2a and 2b).
• Tighten the (2) bolts in each bracket until they are snug and the bolt head and washer sit flush against the bracket (See figure 2c). Do not over tighten the bolt, causing visible deflection of the bracket.
• Install the new LTUB_ with bracket installed by lowering it over the coupling pins of the LTUB_ below. Make sure it is fully seated (See figure 2b).
• Secure the clamp around the scaffold leg and tighten the bolts on the clamp to approximately 45 ft-lb.
5. Top Tubular Scaffold Access Unit

- A LTUB4 is available to allow approximately 3’ extension above the upper work platform.
- Installation of the LTUB4 is the same as with all intermediate level LTUB’s. Refer back to section 4.
Safety is everyone’s responsibility. Everyone’s safety depends upon the design of scaffolds by a Qualified Person, erection and dismantling of scaffolds by Trained Erectors under the direct supervision of a Competent Person and use scaffolds by properly trained workers. Inspect your scaffold before each use to see that the assembly has not been altered and is safe for your use.

**WARNING**

SERIOUS INJURY OR DEATH CAN RESULT FROM YOUR FAILURE TO FAMILIARIZE YOURSELF AND COMPLY WITH ALL APPLICABLE SAFETY REQUIREMENTS OF FEDERAL, STATE, PROVINCIAL AND LOCAL REGULATIONS AND THESE SAFETY GUIDELINES BEFORE ERECTING, USING OR DISMANTLING THIS SCAFFOLD.

**WARNING**

BE SURE TO FULLY SEAT WEDGES IMMEDIATELY AFTER PLACING COMPONENT. WEDGES THAT ARE NOT FULLY SEATED WILL NOT SUPPORT DESIGN LOADS. FAILURE TO SEAT WEDGES COULD CAUSE SERIOUS INJURY OR DEATH.

Safety must come first!

BrandSafway equipment is designed and manufactured with the user in mind. The safety that goes into each piece of equipment, however, cannot offset carelessness on the part of the erector or the user. Follow these safety guidelines in order to prevent injury to the users of BrandSafway equipment. Scaffold design must include analysis of load carrying members by properly qualified personnel. BrandSafway component load capacity and weight information is available from your BrandSafway personnel. BrandSafway component load capacity and weight information is available from your BrandSafway personnel.

I. Erection of BrandSafway Systems™ Scaffold

A. Prior To Erection - All Scaffold Assemblies

1. Job site must be inspected to determine ground conditions, strength of supporting structure, proximity of electric power lines, overhead obstructions, wind conditions, and the need for overhead or weather protection. These conditions must be evaluated and adequately addressed.

2. Jobsite must be evaluated by a Competent Person for possible anchor locations for attaching a Personal Fall Arrest System. A new evaluation will need to be performed as site conditions change.

3. Post spacing and sill size can only be determined after the total loads to be imposed on the scaffold and the weight of the scaffold have been calculated.

4. Stationary scaffolds over 125 ft. in height must be designed by a professional engineer.

5. All equipment must be inspected to see that it is in good condition and is serviceable. Damaged or deteriorated equipment must not be used.

**WARNING**

NOT ALL SPECIES AND GRADES OF LUMBER CAN BE USED AS SCAFFOLD PLANK. WOOD PLANKS USED FOR SCAFFOLD PLATFORMS MUST BE GRADED AS SCAFFOLD PLANK BY AN APPROVED GRADING AGENCY, OR SPECIFICALLY MANUFACTURED FOR SCAFFOLD USE.

B. Erection Of Fixed Scaffold

Scaffold must be erected, moved or disassembled only under the supervision of Competent Persons. Safety equipment, including safety glasses, hard hats, must be worn by all persons erecting, moving, dismantling or using Systems™ Scaffold.

1. All scaffold legs require the use of a base plate and a muddis or other adequate firm foundation. Base plates must be in firm contact with the sills/foundation and scaffold legs and should be centered on the sills. Be especially careful when scaffolds are to be erected on soft or frozen ground. Any part of a building or structure used to support the scaffold must be capable of supporting the load to be applied.

2. Compensate for uneven ground by using screw jacks and base plates with sills. Do not use unstable objects or materials.

3. Use only tools recommended by BrandSafway, such as the Systems™ Pry Bar Hammer, for erection and dismantling.

4. Plumb and level scaffold until connections can be made with ease. Be sure scaffold stays plumb and level as erection progresses.

5. Fasten vertical posts together to prevent uplift.

6. Position horizontal members on both rings of each ring set and firmly seat wedges immediately. Do not stand, lean, or put weight on horizontal members until the wedges are fully seated. See Footnote 2.

**WARNING**

FULLY SEAT WEDGES IMMEDIATELY AFTER PLACEMENT.

7. Horizontal and/or vertical diagonal bracing is required to maintain a square and plumb scaffold structure.

8. Ties, guys, bracing and/or outriggers may be needed to assure a safe stable scaffold assembly. The height of the scaffold in relation to the minimum base dimension (length or width), wind loads, the use of brackets or cantilevered platforms and imposed scaffold loads determines the need for sway and stability bracing.

   The following general guidelines apply:

   a. A scaffold must always be secured when the height of the scaffold exceeds 4 times the minimum base dimension (length or width). See Footnote 1.

   b. Ties must be placed as near as possible to horizontal members. The bottom tie must be placed no higher than 4 times the minimum scaffold base dimension (length or width).

   Subsequent vertical tie placement will depend upon the scaffold width. Scaffolds 3 ft. and narrower must be tied at vertical intervals no more than 20 ft. apart. Scaffolds wider than 3 ft. must be tied at vertical intervals no more than 26 ft. apart. The uppermost tie should be placed as close to the top as possible and, in no case, more than 4 times the minimum base width from the top. See Footnote 1.

9. Outrigger bays or outrigger units can be used to increase the minimum base width of freestanding towers. If used on a free standing tower, they must be installed on both sides of the tower.

10. Work platforms must be fully decked with platform units in good, sound condition. Platform units may be individual scaffold grade wood planks, fabricated planks, fabricated scaffold decks or fabricated scaffold platforms.

   a. Scaffold platforms must be fully planked or decked between the front upright and guardrail post. Work platforms and walkways must be at least 18 in. wide.

   b. Each end of each plank must overlap its support by a minimum of 6 in. or be cleated.

   c. Each end of each platform 10 ft. long or less must overhang its supports by not more than 12 in. Each end of each platform longer than 10 ft. must overhang its supports by no more than 18 in. Larger overhangs must be guarded to prevent access to the overhang. Materials must not be stored on overhangs. Do not stand on platform overhangs.

   d. Each plank on a continuous run scaffold must extend over its supports by at least 6 in. and overlap each other by at least 12 in.

   e. Spans of 2 in. by 10 in. nominal scaffold grade plank must never exceed 10 ft. No more than one person must stand on an individual plank at one time. Loads on planks must be evenly distributed and not exceed the allowable loads for type of plank being used.

**WARNING**

OUTRIGGERS, OR OTHER MEANS, MAY BE USED TO INCREASE THE MINIMUM BASE DIMENSION OF A SCAFFOLD TOWER. THE RESULTING BASE DIMENSION, HOWEVER, MAY NO LONGER BE THE MINIMUM (OR LIMITING) BASE DIMENSION.

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Footnote 1:

- Horizontal ties must be placed at the ends of the scaffold and at no more than 30 ft. horizontal intervals in between.
- Ties must be installed as the erection progresses, and not removed until scaffold is dismantled to that height.
- Side brackets, cantilevered platforms, pulleys, hoist arms, enclosed scaffolds, sloped surfaces and windy conditions introduce overturning and uplift forces which must be considered and compensated for. These situations require additional bracing, tying or guy ing.
- Circular scaffolds erected completely around or within a structure may be restrained from tipping by use of "stand off" bracing members.
- A freestanding tower must be guyed at the intervals outlined above or otherwise restrained to prevent tipping or overturning.

Footnote 2:

- Do not stand, lean, or put weight on horizontal members until the wedges are fully seated.
1. Each time before you use the scaffold, a Competent Person must: inspect the scaffold assembly to be sure it has not been altered, is assembled correctly, is level and plumb, all base plates are in firm contact with sills, all bracing is in place and securely fastened, all platforms are fully decked, all guardrails are in place, safe access is provided, it is properly tied and/or guyed, there are no overhead obstructions, there are no energized electric power lines within 10 ft. of the scaffold assembly, all wedges are firmly seated, all other member end connectors are firmly seated, all wedges are driven under ring sets, all retainers seated, all screw jacks are in contact with starter collars or posts. Correct any deficiencies prior to use.
2. All users must be trained prior to performing any work from the scaffold.
3. Use only proper access. Do not climb bracing, guardrails or vertical posts. Do not climb any scaffold component unless it is specifically designed for that purpose. If safe access is not provided, insist that it be provided.
4. Climb safely:
   a. Face the rungs as you climb up or down.
   b. Use both hands.
   c. Do not try to carry materials while you climb.
   d. Be sure of your footing and balance before you let go with your hands. Keep one hand firmly on frame or ladder at all times.
   e. Clean shoes and rungs to avoid slipping.
5. Do not work on slippery platforms.
6. Do not overload platforms with materials. 
   Special care must be taken when truss bearers are used.
7. Do not extend working heights by standing on planked guard rails, boxes, ladders or other materials on scaffold platforms.
8. Do not loosen, detach or remove any component of a scaffold assembly except under the supervision of a Competent Person. Components that have been removed must be replaced.
9. Do not erect scaffold on wagons, trucks or other wheeled vehicles.
10. Do not stand on work platforms. Stand only within the platform area; do not try to extend work area by leaning out over guardrail.

B. Use Of Rolling Towers

All of the above precautions plus:
1. A Competent Person must inspect the scaffold prior to dismantling to make sure it is safe. Missing or damaged components such as ties, braces or plank must be replaced.
2. Do not ride manually propelled rolling scaffold.
   No one must be on a rolling tower while it is being moved.

III. Dismantling Scaffolds

The following additional precautions apply when dismantling scaffolds:

1. Prior to removal or loosening of any component, consider the effect the removal of the component, or the loosening of a joint, will have on the strength of the remaining assembly.
2. Check to see if scaffold has been altered in any way which would make it unsafe. If so, reconstruct where necessary before beginning the dismantling process.
3. Use only proper access. Do not climb braces, guardrails or vertical members. Do not climb scaffold components unless they are specifically designed for that purpose. Do not stand on platform overhangs.
4. Do not remove ties until scaffold above has been removed.
5. Visually inspect each plank to be sure it is supported on both ends and is safe to stand or walk on.
6. Do not accumulate removed components or equipment on the scaffold.
7. Lower components in a safe manner as soon as dismantled. Do not throw components off scaffold.
8. Stockpile dismantled equipment in an orderly manner.
9. Remove component immediately after loosening wedges.

Understanding and following these safety guidelines will increase your personal safety and the safety of your fellow workers.