APPENDIX No. 1
to the Order of the Chief Executive Officer
of Ilim Group JSC
dd. 11.10.2018 No. GD – 0506/18

STANDARD OF ILIM GROUP JSC
“On organization of safe work with the use of scaffolds”

Saint Petersburg
2018

1. DOCUMENT APPLICATION, SCOPE, PURPOSE

1.1. The standard is developed according to the Rules on labor protection during works at height, approved by the order of the Ministry of Labour and Social Protection of the Russian Federation 155н dd. 28.03.2014, GOST 24258-88, GOST 27321-87, and also in line with the Fall Protection strategy in scope of Ilim Group JSC “Save Life” corporate safety program.

1.2. The Standard contains general requirements which shall be applied in combination with other existing regulatory and technical documents.

1.3. The Standard was developed for application in Ilim Group JSC facilities in order to ensure safety, prevent incidents and injuries of workers, contractors and visitors due to works at height with the use of scaffolds.

2. TERMS AND DEFINITIONS, ABBREVIATIONS

2.1. PFD – process flow diagram

2.2. Works at height – works performed in less than 2 m from the leading edges of 1.3 m and more.

2.3. Scaffolding means – devices designed to organize workplaces during the repair and construction/installation works at the height or depth of more than 1.3 m from the ground or floor. The scaffolding means could be suspended, lean-to, movable, mobile, swinging, free-standing.

2.4. Scaffolding stage is a single-tier structure designed for works that require relocation of workplaces within the work site.

2.5. Platform – suspended structure intended for mounting a workplace exactly in the working area.

2.6. Deck is a structural element that is installed on the supporting structures of the building (walls, collars, beams, girders) or scaffolding structures for performance of works.

2.7. Scaffolds – a multi-tier structure designed to organize workplaces on different levels (hereinafter the term “scaffolds” includes all scaffolding means, scaffolding stages, platforms and decks for performance of works, regardless of their height).

2.8. Head of the structural unit is an employee who occupies the position of the head of the structural unit of the branch, as well as leading area specialists.

2.9. Project Manager is an employee who implements the projects for reconstruction and capital construction, or an employee appointed as a project manager by instruction.

2.10. Scaffolds assembly and disassembly supervisoris a representative of the contractor organization or branch structural unit who oversees the scaffolds assembly and disassembly.

2.11. Scaffolds operation supervisoris an employee of the contractor organization or branch structural unit who oversees works with the use of scaffolds.

2.12. Safety Officer of the contractor organization is an employee of the contractor, trained and certified in occupational safety.

2.13. OSH Department – Occupational Safety and Health Department

2.14. MS – method statement

2.15. FS&ER Department – Fire Safety and Emergency Response Department

2.16. Safety Officer – employee of the branch responsible for OSH

2.17. Industrial safety coordinator – heads or specialists of structural units (hereinafter SU employee) of Ilim Group JSC where works are performed by a counterparty, or SU employees of the service which is the customer under the contract with the counterparty, or dedicated occupational safety specialists.

2.18. Authorized representative of the counterparty for industrial safety – counterparty representative appointed under the administrative order to oversee the Counterparty's industrial safety activities (OHS Engineer if the organization's headcount exceeds 50, or a person appointed by an order if the organization's headcount is less than 50).

3. HAZARDOUS PRODUCTION FACTORS, RISKS DURING WORKS WITH THE USE OF SCAFFOLDS

3.1. The worker's fall from the height.

3.2. Worker's fall as a result of damage to the scaffolding structure (scaffolding stage).

3.3. Fall of object on the worker and/or on other workers in the work site, etc.

4. INDUSTRIAL RISK ASSESSMENT

4.1. Prior to the beginning of works with the use of scaffolds, Scaffolds operation supervisor shall perform a risk assessment concerning performance of the works, which shall be a part of a method statement or a process flow diagram. MS and PFD shall be approved by OSH Department.

4.2. During risk assessment, it is necessary to take into account:

- Types of work (construction and installation, repair, welding, etc.).
- Equipment in use.
- Location of the scaffolds (near or above water reservoirs, roads, pipelines, power lines, inside tanks, etc.).
- Weather conditions.
- Duration of works, time of the day.
- Condition, surface evenness, bearing capacity of the surface where the scaffolds will be installed.
- Physical and psychological characteristics of workers involved in working with the scaffolds.

4.3. In case the risk remains high, measures should be developed to reduce the risk to moderate level, and control measures should be implemented.

5. SAFETY REQUIREMENTS FOR WORK ON SCAFFOLDS

5.1. Employees working on scaffolds shall not have any medical counter-indications, shall be trained in the Occupational Safety Rules for Works at Height, and shall have read and understood the requirements of this Standard.

5.2. All employees shall be capable of assessing risks and shall be aware of safety precautions during erection and operation of scaffolds.

5.3. Works at height shall only be performed under a duly documented and issued permit to work.

5.4. Workers who assemble scaffolds should use fall arrest systems with two lines,

personal protective equipment, and protective helmets with an adjustable chin strap.

5.5. Scaffolds should be inventoried or factory-produced. Use of the wooden scaffolds isn't allowed. Scaffolds design should not contain wooden elements, except for the kick plate. In exceptional cases, if it is not possible to use inventoried scaffolds, and upon written permission of the branch director, it is allowed to erect wooden scaffolds manufactured under dedicated design project, approved by the Head of the Fire Safety and Emergency Response Department and the Branch Occupational Safety Director.

5.6. For the entire period of scaffolds operation, Scaffolds assembly and disassembly supervisor shall keep at hand the design documentation for the scaffolds (manufacturer's safety data sheet or dedicated design project for scaffolds).

5.7. Scaffolds assembly and disassembly shall be performed under a permit to work, observing the sequence provided in the method statement for works at height and process documentation (manufacturing instructions, process flow diagram, method statement, manufacturer’s instruction, risk assessment). The workers involved in the assembly and disassembly of scaffolds shall be instructed on safe operation methods and ways of working, as well as the methods and sequence of work and safety measures.

5.8. All equipment and rigging for works at height shall be suitable for the purpose and, prior to beginning of works, shall be checked by a qualified specialist, and maintained in good working condition throughout the entire period of operation.

5.9. Erection and dismantling of scaffolds, as well as modification of the scaffold structure, can only be performed by contractor organizations and branch workers who are duly authorized to perform such works, duly trained under a special program and permitted to perform such works after passing an exam. The program of special training and examination includes the requirements of occupational safety rules during works at height, requirements of this standard and the examination test. Based on the results of the examination test, the workers of the contractor organization that successfully passed the test receive the work permit. The workers are obliged to have the permission with an admission mark for scaffolds assembly and disassembly, and to show the permission to the inspection specialists on demand.

5.10. The site for the scaffolds installation should be leveled, or ground surface should be rammed to the degree of load bearing capacity required by the design documentation for the scaffolds installation. If necessary, the scaffold installation site should be equipped with drainage of surface and ground water.

5.11. The supporting elements (supporting base plates, jacks) provided for by the manufacturer must be installed under the stands of the scaffolds; without the supporting elements, operation of the scaffolds is prohibited.

5.12. The stands of the scaffolds should be installed vertically and reliably fixed to the building or equipment bearing structures to avoid displacement. if it is not possible to fix the scaffolds to bearing structures, scaffolds are installed on stabilizing stops or on the outriggers to prevent tipping.

5.13. The mobile scaffolds before the rise on the height have to be exposed on the outriggers and should be reliably stopped.

5.14. The scaffolds which are not intended as free-standing should be rigidly fixed to the buildings, installations, structures using horizontal and vertical fixing point pitch

specified in the engineering documentation for the scaffolds.

5.15. The stands and other vertical elements of scaffolding means should not have deviations from the vertical, as well as should have diagonal elements that ensure the rigidity of the structure.

5.16. The distance between the level stages of the scaffolding means should not exceed 2.5 meters.

5.17. On the lower deck of the scaffolds at the height up to 2 meters is allowed the installation of a vertical ladder, rigidly and reliably fixed to the scaffolding means.

5.18. If the design of scaffolds, up to 2 meters high, is provided for the rise on the scaffolds on the ladder made from the collars of this scaffolds, then the distance between the collars of such ladder has to be no more than 0.33 meters.

5.19. The internal diagonal ladders at an angle of 60°should be installed for ascending and descending of people to and from the scaffolds higher than 2 meters from the reference point.

5.20. Ladders shall be rigidly and reliably fixed to the scaffolds.

5.21. It is forbidden to climb on the scaffolds with the use of non-self-supporting ladders that are not related to the scaffold structure.

5.22. Places of transition from tier to tier in the scaffolds should be in different parts of the plane.

5.23. The design of the scaffolds should include: a solid deck of at least 0.6 m in width, barrier railings of at least 1.1 m in height, kick plate of the deck at the bottom with a height of at least 0.15 m and a middle fence element located at a distance of not more than 0.5 m between the barrier railing and kick plate.

5.24. The scaffolding deck should be solid, without gaps, stable, rigid, dense and have a deflection at a maximum intended load of not more than 20 mm.

5.25. The working deck should be reliably fixed to the scaffolding structures and also should be equipped with the popup hatch for ensuring safe access to the deck and works on it.

5.26. The installed scaffolds with a gap exceeding 200 mm between the wall (equipment) and the deck should have fences in accordance with the requirements of this provision, namely the handrail, the kick plate, the middle element.

5.27. The scaffolds wooden elements are subjected to deep saturation with fire retardant composition.

5.28. The openings for moving of loads should have four-sided railings on the edges.

5.29. The protection barriers of the hazard area around the scaffolds from 3 to 10 meters high shall be installed in 1.5 meters from the scaffolds; around the scaffolds higher than 10 meters, add 0.5 meters of hazard area protection per each meter of height.

5.30. In absence of protection barriers of workplaces at height, workers shall use restraint, positioning and fall arrest systems and/or rope access systems according to method statement for works at height or permit to work, and protection helmets with adjustable chin strap.

5.31. If it is necessary to move over the trusses, beams, crossbars and other similar structures located at the height of more than 1.3 m, the workers are obliged to use a fall arrest system. The places and the method of the handrail fixing are determined by the works supervisor and are indicated in the method statement.

5.32. The dedicated briefing prior to issue of permit to work at height shall include

methods and places to ascend the scaffolds, as well as places where fall arrest system elements can be fastened.

5.33. When performing works within a limited working area, the fall arrest system should be fixed to the elements of the building structures in one of the following ways:

- by folding the line around the structure and carabine fastening to the line;
- by folding the line around the structure and carabine fastening to the side ring on the fall arrest system;
- by the carabine to the mounting loop or the fall arrest rope.

5.34. In all cases, fastening of the fall arrest system should be performed in such a way that the height of the possible fall of the worker is minimal.

5.35. Documents shall be placed on all scaffolding means in accordance with Table 1.

5.36. Warning plates shall be fixed in the places of scaffolds climbing.

5.37. All fields in the warning plates shall be filled out.

5.38. In the process of works at height, the workers should remain on installed and fixed structures or scaffolding means.

5.39. The presence of workers on loose or unstable structures of buildings, equipment, scaffolds or scaffolding means is forbidden.

5.40. It is forbidden to move the scaffolds when workers are still on them.

5.41. It is not allowed to combine the works in vertical direction in absence of protective decks, nets, canopy tops at lower levels.

5.42. The storage of materials and structures should be performed in dedicated places in accordance with process or design documentation, using measures to protect them against fall.

5.43. It is necessary to use containers for the temporary storage of garbage. Aisles and ladders should be unobstructed, it is not allowed to clutter them with various materials and garbage.

Table 1

Document Type	When it is applied	Responsible persons
Red plate (addendum 1)	**The scaffolds are in the process of assembly, the scaffolds are not ready for use**	**Scaffolds assembly and disassembly supervisor**
	The work on the scaffolds is over, the scaffolds are taken out of operation	**Scaffolds operation supervisor**
	Structure of scaffolds is found to be unsafe	**Any manager, specialist or employee, Safety Officer, Scaffolds operation supervisor**
Check list for scaffolds inspection (addendum 2)	**At handover of the scaffolds to operation**	**Scaffolds assembly and disassembly supervisor, Scaffolds operation supervisor**
	In case operation of scaffolds is discontinued for more than 10 days	**Scaffolds operation supervisor**
Orange plate (addendum 3)[1]	**The work on the scaffolds is allowed ONLY with the use of**	**Scaffolds assembly and disassembly supervisor, Scaffolds**

[1] The need to use an orange plate is determined by the internal administrative document of the branch.

	fall arrest system	**operation supervisor, Safety Officer**
Green plate (addendum 4)	**The work on the scaffolds is permitted**	**Scaffolds assembly and disassembly supervisor, Scaffolds operation supervisor, Safety Officer**
Daily inspection sheet (addendum 5)	**Should be filled out before each shift after the checking of the compliance of the scaffolds with the checklist safety requirements (addendum 2)**	**Scaffolds operation supervisor**

6. PROCEDURE FOR SCAFFOLDS ACCEPTANCE AND PERIODICAL INSPECTION FOR COMPLIANCE WITH SAFETY REQUIREMENTS

6.1. For the period of installation or disassembly of the scaffolds, before the handover of the scaffolds to operation, a red plate (addendum 1) is fixed to the scaffold structures, prohibiting operation of the scaffolds.

6.2. The red tablet indicates the telephone number, company (full name of the scaffolds installation supervisor), date of works completion and number of the closed permit to work.

6.3. All the scaffolds with a deck level at the height of more than 1.3 meters from the installation surface are accepted during the daytime by the Scaffolds installation supervisor, Scaffolds operation supervisor, head of the structural unit where scaffolds are installed (customer of works) and safety coordinator of the branch, or by the Safety Officer of the branch, with a record in the "Register for acceptance and inspection of the scaffolds and scaffolding stages" (addendum 6), against sign-off in the green or orange plate. Register for acceptance and inspection of the scaffolds and scaffolding stages shall be kept by the person issuing permits to work.

6.4. When works require erection of scaffolds during days off, at night or late afternoon, their acceptance can be performed by a commission against an acceptance certificate (addendum 7)[2], made in two copies and signed: by the representative of the organization installing the scaffolds, representative of the organization accepting the scaffold to perform works on them, Safety Officer of the operating organization (or authorized representative of the counterparty for industrial safety management) and head of the structural unit (head of production shop or area, or person in charge of the territory of works on scaffolds). One copy of the scaffold acceptance certificate shall be kept together with the permit for work by the person performing works; the other – by the person permitting works.

6.5. Scaffolds assembly and disassembly supervisor, Scaffolds operation supervisor after their installation:

- Personally assess the scaffolds safety, the presence of all elements of the scaffolds structure, reliability and correctness of assembly, compliance with design documentation.

[2] The branch has the right to define other situations at which it is necessary to use the certificate form from the addendum 7

- Check the main 11 items of the check-list (addendum 2) and put the signatures in each field, in case of item compliance and the dash in case of non-compliance.
- Make the decision about the fixing of the green plate on the scaffolds (addendum 4) in case of full conformity of the scaffolds to check-list items or the orange plate (addendum 3) in case of justified impossibility of installing the upper railings, the middle element of the railing, the kick plate.
- In case it is decided to affix an orange plate, all workers are obliged to permanently use fall arrest systems of full-body harness type with two lines, fastening them to reliable structures at all levels of the scaffolds, and use helmets with an adjustable chin strap.
- Fill in the columns of green or orange plates and fix them instead of a red plate, thereby permitting operation of the scaffolds.
- Personally accept the scaffolds with a record in the “Register for acceptance and inspection of the scaffolds and scaffolding stages” before the start of works.

6.6. In case if the scaffolds do not meet the safety requirements during the operation, any manager, specialist or employee may require to stop the works, notifying the Scaffolds operation supervisor about the identified nonconformities. For the period of rectification of nonconformities, a red plate (addendum 1) prohibiting the works is affixed.

6.7. Manager or specialist who stops the works from scaffolds shall remove the green or orange plate, and inform the Scaffolds operation supervisor and the Head of structural unit (customer of works) accordingly. Scaffolds operation supervisor or Scaffolds assembly and disassembly supervisor shall affix the red plate in the scaffolds ascending area, and shall undertake to rectify the nonconformities in the scaffold structure (invite the Scaffolds installation supervisor), whereupon the procedure for acceptance of the scaffolds is repeated according to this Standard.

6.8. After the change of the elements of the scaffolding means structure, the scaffolds acceptance procedure is repeated, a new permit to work is issued, and a new plate is fixed.

6.9. In case the scaffolds are used for two or more days, Scaffolds operation supervisor performs daily inspection of scaffolds following the check list (addendum 2), fills in the “Daily inspection sheet” (addendum 5) according to the 11 basic items of the check list, and makes a record in the “Register for acceptance and inspection of scaffolds and scaffolding stages” kept by the person who permits works.

6.10. A Daily inspection sheet of scaffolds serviceability should be posted together with the check-list, a green or orange plate on the scaffolds.

6.11. If the scaffolds were not used for more than 10 days, it is necessary to perform a repeated inspection and acceptance of the scaffolds in accordance with this provision.

6.12. The head of the production shop or unit is obliged to designate the storage place of the “Register for acceptance and inspection of the scaffolds and scaffolding stages” by the administrative document and appoint the responsible person for its maintenance and storage.

6.13. Responsible persons are obliged to provide the “Register for acceptance and inspection of the scaffolds and scaffolding stages” upon the first demand of the duly authorized persons.

6.14. The “Register for acceptance and inspection of the scaffolds and scaffolding

stages" should exactly correspond to the form in the addendum 6 to this provision, respectively.

6.15. The scaffolds without posted, filled out and signed check-list, the green or orange plate, "Daily inspection sheet," that have not passed the inspection according to the requirements of this provision, are considered non-serviceable, it is strictly FORBIDDEN to operate such scaffolds.

6.16. Upon completion of works using scaffolds, the organization that has installed the scaffolds shall disassemble them within 3 days.

7. RESPONSIBILITY

7.1. Heads and specialists of the branch are responsible for implementation of this Standard, for adherence of their subordinate personnel to the Safety Rules concerning works at height, and for continuous mitigation of risks during works at height.

7.2. All works at height using scaffolds should be performed in accordance with the corporate requirements of "Ilim" Group," the Occupational Safety and Health Regulations for the Works at Height, approved by the Order of the Ministry of Labor of the Russian Federation 155н dd. 28.03.2014, occupational safety instructions, instructions on operation of scaffolds and safety data sheets of the manufacturer.

7.3. The head of the structural unit, the project manager in charge of the area where the scaffolds are erected, is responsible for:

- preparation of the place for the scaffolds installation;
- overseeing compliance to the safety requirements during scaffolds operation;
- arrangement of scaffolds acceptance – informing Scaffolds assembly and disassembly supervisor, Scaffolds operation supervisor and Safety Officer about the place and time of scaffolds acceptance;
- inspection of scaffolds after their acceptance by the commission, and signing off in the green or orange plate;
- control of the availability of warning plates on the scaffolds (green, orange, red, check-list, daily inspection sheet, see table 1);
- correct drawing up of permit to work for assembly/disassembly of scaffolds and performance of works using scaffolds;
- storage of Register for acceptance and inspection of scaffolds and scaffolding stages with the person permitting works;
- overseeing scaffolding disassembly within three working days after completion of the works requiring use of scaffolds;
- the acceptance of the territory after the scaffolds disassembly.

7.4. Scaffolds assembly and disassembly supervisor is responsible for:

- admission of qualified and trained workers who do not have medical contraindications for performing works on assembly and disassembly of the scaffolds;
- availability, compliance and storage of design documentation for the whole period of scaffolds operation (manufacturer's safety data sheet, model or special project for scaffolds, certificate for the fire retardant impregnation material or coating of the elements of scaffolds structure);
- availability and adherence to process documentation for all operations during the

scaffolds assembly and disassembly (production instructions, process flow diagram, method statement, instructions of the manufacturing plant, the risk assessment);

- availability of correctly issued permit to work for scaffolds assembly/disassembly;
- arrangement of dedicated safety training for the scaffolds assembly/disassembly;
- use of the serviceable tools and personal protective equipment by the workers;
- preparation of the site for the installation of scaffolds, namely the leveling and ramming of the ground surface, if necessary, determining the sufficiency of the load bearing capacity of the surface, taking into account the load, as well as the implementation of measures for the stable operation of the scaffolds provided for in the design documentation;
- compliance with the sequence of scaffolds assembly/disassembly;
- absence of defects in the elements of the scaffolds structure and rectification of such defects on time;
- installation of the warning fence around the hazard area;
- immediate rectification of nonconformities during scaffolds acceptance;
- preparation and posting of green or orange plates on the scaffolds;
- inspection of the scaffolds' readiness according to the check-list (addendum 2);
- informing the head of the structural unit where the scaffolds are installed (customer of works) or industrial safety coordinator or specialist of the OHS Department of the branch, that the scaffolds need to be accepted;
- registration of scaffolds in the "Register for acceptance and inspection of the scaffolds and scaffolding stages" (addendum 6);
- disassembly of the scaffolds within three working days after completion of the works;
- handing over the territory after scaffolds disassembly.

7.5. Scaffolds operation supervisor is responsible for:

- admission of qualified and trained workers who do not have medical contraindications for performing works on the scaffolds;
- availability and adherence to process documentation for all operations during use of the scaffolds (production instruction, process flow diagram, method statement, instructions of the manufacturing plant, risk assessment);
- availability of the correctly issued permit to work;
- arrangement of dedicated safety training for the scaffolds operation;
- use of the serviceable tools and personal protective equipment by the workers;
- maintenance of the scaffolds in good condition;
- preservation of the scaffolds unchanged until the end of works; it is forbidden to make any changes to the structure of the scaffolds not provided for by the design documentation;
- immediate suspension of works in the presence of defects in the elements of the scaffolds' structure;
- keeping of the workplaces clean while performing the works on the scaffolds;
- daily inspections of the scaffolds according to the check-list (addendum 2);
- preparation, posting of the check list, daily inspection sheet (addendum 5) and performance of daily inspection of scaffolds;

- acceptance, inspection of the scaffolds with a record in the “Register for acceptance and inspection of the scaffolds and scaffolding stages” (addendum 6).
- informing the structural unit head and scaffolds assembly supervisor that the works using scaffold are completed and the scaffold has to be disassembled;
- handing in of the scaffolds and the surrounding territory after operation of the scaffolds upon completion of the works in due condition.

7.6. Safety Officer of the branch, appointed by the instruction for participation in acceptance of scaffolds, and/or industrial safety coordinator, is responsible for:

- inspection of the installed scaffolds for compliance with the design documentation, the legislation of the Russian Federation and the requirements of this provision with a personal signature in the warning plate of the scaffolds about their readiness for operation, and in the Register for acceptance and inspection of scaffolds and scaffolding stages;
- check of permits to work, registers, check-list, design documentation, safety data sheets for the scaffolds;
- periodic checks of compliance with safety measures during operation of the scaffolds;
- preparation of proposals for safe use of scaffolds during their assembly and disassembly.

8. ADDENDUMS

THE SCAFFOLDS ARE UNSAFE FOR OPERATION

DO NOT USE!

Company _____

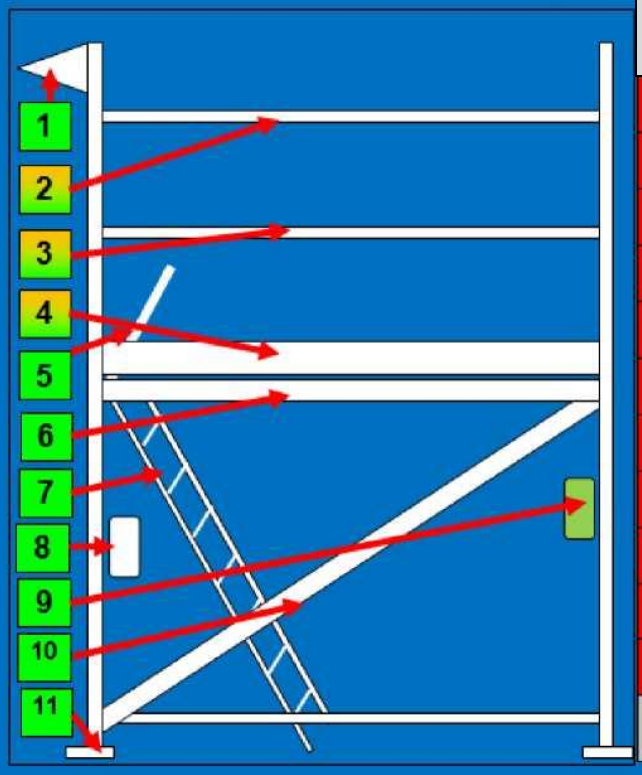
Phone number:

Works completion date _____

No. of closed permit to work

Check-list of scaffolds inspection reg. number ____

1	Fastening to structures or supports performed
2	Handrails are installed
3	Intermediate fencing is installed
4	Kick plateis installed
5	Deck with a hatch is installed
6	Solid deck is installed
7	The ladder or the exit to the deck is installed
8	The safety data sheet or the design project for scaffolds is available
9	The warning plate and inspection register are available
10	Inclined braces are installed
11	Supporting elements are installed



Numbers of check-list items	Signatures confirming inspection according to the check-list	
	Scaffolds assembly and disassembly supervisor	Scaffolds operation supervisor
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
Date		

Scaffolds are safe for work '

Use fall arrest system!!!

At the height of more than 1,3 meters from the ground.

Data on the installing and inspection

Area, production shop, structural unit:	
Registration number of scaffolds:	
Scaffolds acceptance date:	«___» _____ 20__
Full name, position, company of the Scaffolds operation supervisor, telephone number:	
Full name, position, company of the Scaffolds assembly supervisor, telephone number:	
Permitted maximum load for the deck:	_____ kgf/m^2
The scaffolds inspection was performed by:	Head of structural unit, coordinator, signature, full name Safety Officer, signature, full name

Scaffolds are safe for operation

Installation and inspection data

Area, production shop, structural unit:	
Registration number of scaffolds:	
Scaffolds acceptance date:	«___» _____ 20__
Full name, position, company of the Scaffolds operation supervisor, telephone number:	
Full name, position, company of the Scaffolds assembly supervisor, telephone number:	
Permitted maximum load on the deck:	_____ kgf/m^2
The scaffolds inspection was performed by:	Head of structural unit, coordinator, signature, full name Safety Officer, signature, full name

Annex 5

Daily inspection sheet

Registration number of scaffolds		

Full name of works supervisor	Date	Daily records of scaffolds inspection according to the check-list											Signature confirming inspection of the 11 basic items of safe of scaffolds
		1	2	3	4	5	6.	7	8	9	10	11	

Addendum 6

Cover sheet:

Register for acceptance and inspection of the scaffolds and scaffolding stages

_____

name of the structural unit, production shop, area

Started _____20__
Finished _____20__

First sheet:

Place of installation of the scaffolds or the scaffolding stages, their height	Acceptance or inspection date. Name of the installing organization. Certificate number	Project type for the scaffolds or scaffolding stages	Full names of the persons that performed the acceptance and inspection of the scaffolds or scaffolding stages, positions, names of organizations	Serviceability conclusion for the scaffolds or scaffolding stages	Signatures of the persons that performed the acceptance and inspection of the scaffolds or scaffolding stages	Scaffolds disassembly date
1	2	3	4	5	6.	7

Addendum 7

Approved by: Head of the
organization which will provide
workers for operating the scaffolds

_____
Full name (signature)

_____ 20

CERTIFICATE
for acceptance of scaffolds and scaffolding stages on days off, at night and late afternoon

Commission
composed of:_____

_____

_____

has inspected the installed scaffolds (scaffolding stages) for compliance with the design project, for durability and stability, availability of railings, hoisting equipment for workers, warning notices and signs at the facility

_____

_____

For performance of works
To_____

and determined that the scaffolds and scaffolding stages comply with the requirements of the rules and this Standard. They are allowed for operation

_____

the scaffolds are made according to the design project_____

according to the process flow diagram _____

FINDINGS; _____

_____

_____

Head of the organization's area whose workers will operate the scaffolds _____

Head of the organization's are which has prepared the scaffolds_____

Head of the production shop, area, or person in charge of the territory where scaffolds are operated

_____

Safety Officer of the contractor organization or authorized representative of the counterparty for industrial safety management

_____

.... 20...