

APPLICATION

NYU Langone

PURPOSE

To minimize the hazards associated with the use of ladders, scaffolds, and aerial work platforms.

To comply with federal, state, and local laws and regulations, including the Occupational Safety and Health Administration (OSHA) standards 29 CFR 1910 subpart D, 29 CFR 1926 subparts L and X, New York State (NYS) Industrial Code Rule 23, and the New York City (NYC) Building Code.

POLICY AND GENERAL INFORMATION

1.0 Application

NYU Langone includes NYU Langone Health System (the System), NYU Hospitals Center (including the NYU Lutheran and HJD campuses), NYU School of Medicine, NYU Lutheran Family Health Centers, and all entities that are controlled by the System.

This policy applies to:

- All indoor and outdoor areas of all NYU Langone owned and leased facilities.
- All employees and contractor personnel of NYU Langone

2.0 Definitions

- **Aerial Work Platform (AWP)** is any vehicle used to elevate personnel, including elevating work platforms (e.g., scissor lifts) and boom-supported elevating work platforms (e.g., articulating boom lifts).
- **Competent person** means one who is capable of identifying 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.

3.0 Responsibilities

3.1 **Environmental Health and Safety (EH&S)** is responsible for:

- Developing the policy and updating it as needed
- Responding promptly to questions and concerns about the use of ladders, scaffolds, and AWP
- Maintaining a list of consultants who can provide both training and competent/qualified persons relative to ladders, scaffolds, and AWP
- Periodically evaluating the effectiveness of the policy and recommending changes as needed

3.2 **Vice Presidents and Directors** are responsible for compliance within their departments/divisions.

3.3 **Foremen, Managers, Project Managers (PMs) and Contractors** are responsible for:

- Ensuring personnel and contractors receive training on proper use of ladders, scaffolds, and AWP prior to use
- Informing personnel about the requirements of this policy and enforcing policy requirements

3.4 **Personnel who work with ladders, scaffolds and AWP** are responsible for:

- Following the requirements of this policy
- Attending user training
- Reporting work hazards to the competent person or person in charge

4.0 General Requirements

- Ladders shall be used in accordance with manufacturers' instructions, OSHA 1910 Subpart D, and OSHA 1926 Subpart X.
- Scaffolding shall be erected, used, and disassembled in accordance with manufacturers' instructions, OSHA 1926 Subpart L, and all local (e.g., NYC) regulations.
- AWP shall be used in accordance with manufacturers' instructions, OSHA 1926 Subpart L, and the American National Standards Institute (ANSI) standards A92.5 (Boom Supported Elevating Work Platforms) and A92.6 (Elevating Work Platforms).

5.0 Requirements for Ladders

- 5.1 All personnel who use ladders shall receive safety training. Training shall consist of recognition of hazards associated with ladder use, means of inspecting ladders, and safety precautions to be taken when using ladders.
- 5.2 Where the task to be performed does not allow the worker to maintain 3 points of contact on the ladder, a more stable and protected work platform shall be used.
- 5.3 Personnel shall use the right size and type of ladder for the work being performed. Only ladders with a Type 1 (250 lb. limit) or Type 1A (300 lb. limit) rating shall be used. Personnel shall not exceed these limits through a combination of body weight, tools, material and/or equipment.
- 5.4 Due to the electrical hazard that metal ladders pose, only fiberglass or wood ladders shall be used.
- 5.5 Ladders shall be set up on a stable and level surface capable of supporting the anticipated load.
- 5.6 Personnel who use ladders shall inspect them prior to each use. Damaged ladders shall be removed from service immediately and discarded. Personnel shall not attempt to repair a damaged ladder.
- 5.7 Ladders shall only be used by one worker at a time unless specifically designed to support multiple workers simultaneously.
- 5.8 A ladder shall not be moved when a worker is on it.
- 5.9 Personnel shall face the ladder while ascending, descending, and working from it.
- 5.10 Workers shall not stand on the top two steps or rungs of a ladder.
Exception: platform ladders
- 5.11 A-frame ladders shall not be used in the closed position. Workers shall not sit atop or straddle an A-frame ladder.
- 5.12 Extension ladders shall only be used with both sections joined together.
- 5.13 Extension ladders shall be set up at the proper 4 to 1 angle, extend 3 feet above the level they are servicing, and be properly secured at the top to prevent movement.
- 5.14 Ladders shall not be positioned at building perimeters, leading edges, or other locations which create a fall exposure for the worker (see Safety Policy 160, Fall Prevention and Protection Program).

- 5.15 Ladders shall not be positioned in front of, or close to a door, unless the door is locked or a worker is present below to direct others.
- 5.16 In pedestrian areas, an exclusion zone shall be established around the bottom of the ladder to protect the worker and persons walking below.
- 5.17 Workers shall not lean out beyond a ladder's side rails or carry items in their hands while climbing up or down a ladder.
- 5.18 Ladders shall not be set up or used during wind or other adverse weather events, in close proximity to overhead power lines or exposed electric, or where other hazards exist.
- 5.19 Workers shall only use ladders which belong to their employer.

6.0 Requirements for Scaffolds

- 6.1 All personnel, including erectors and dismantlers, shall be protected against falls from scaffolds at a height greater than 6 feet at all times in accordance with OSHA 1926 Subpart M (not Subpart L) and Safety Policy 160, Fall Prevention and Protection Program.
- 6.2 All supported scaffolds, including mobile frame and Baker scaffolds, greater than 1 frame in height, shall have a guardrail system (e.g., top rail, mid rail, toe board) installed at all working levels.
- 6.3 Baker scaffolds greater than 2 frames in height shall have the manufacturer supplied outriggers installed, to prevent tipping.
- 6.4 The wheels on Baker and mobile frame scaffolds shall be locked when the scaffolds are in use. Baker and mobile frame scaffolds shall not be moved with personnel on them.
- 6.5 Gaps between a supported scaffold and the building exceeding 14" require installation of an inner guardrail system on the scaffold for the benefit of the workers.
- 6.6 Each suspended scaffold user shall have an independent vertical lifeline properly secured to a structural member or an anchor point rated for 5,000 lbs. Chafing protection shall be used wherever fall protection system components come into contact with sharp edges.
- 6.7 Where a parapet clamp is used as a fall protection anchor point, the clamp shall be specifically designed and rated for this purpose, have the required blocks, and be properly attached to a tieback cable to prevent movement.

- 6.8 A controlled access zone shall be established below scaffold work areas where the potential for falling material, equipment, or debris exists. All workers at height shall tether their tools.
- 6.9 All personnel who use a supported scaffold on a construction site in NYC, regardless of size, shall have a valid 4 hour user card as required by the NYC Building Code.
- 6.10 All personnel who erect, modify or dismantle any supported scaffold in excess of 40 feet in NYC shall have a valid 32 hour erector card as required by the NYC Building Code.
- 6.11 All personnel who work on a suspended scaffold in NYC shall have a valid 16 hour training card as required by the NYC Department of Buildings (DoB), and a Certificate of Fitness from the DoB licensed special rigger by whom they are employed.
- 6.12 All suspended scaffold operations in NYC shall be supervised by a DoB registered rigging foreman who has a valid 32 hour training card, and a designated rigging foreman card issued by the DoB licensed special rigger by whom the foreman is employed.
- 6.13 Supported scaffolds in excess of 40 feet in height shall be designed by a NYS registered design professional. If they are in NYC, they shall be approved by the NYC DoB. Vertical netting attached to the scaffold must be flame-retardant and shown on the drawing to ensure that the “sail effect” of the netting is factored into the scaffold design.
- 6.14 Use of a parapet to support a cornice (“C”) hook suspended scaffold or as a fall protection anchor requires a letter from a NYS licensed Professional Engineer (PE) attesting to the integrity of the parapets from which they are to be hung. Use of outriggers to support a suspended scaffold in NYC requires PE drawings approved by the NYC DoB.
- 6.15 Where feasible, workers are to climb in and out of a suspended scaffold on the ground, a sidewalk bridge, a setback roof, or other adequately sized, flat surface with perimeter fall protection. Where a worker must climb through a window or over a parapet to access or exit a suspended scaffold, the worker shall be tied off during the entire process.
- 6.16 Prior to erecting a supported scaffold, an assessment of the surface on which it is to be set up shall be made in order to confirm that it can support the intended load.

- 6.17 Supported scaffold components shall be from a single manufacturer. Scaffold components shall be free of damage (e.g., cracks, dents, and excessive rust).
- 6.18 Scaffolds shall be plumb and level.
- 6.19 Supported scaffold frames shall be joined together with the manufacturer's stacking pins (i.e., not with bolts or wire). The scaffold shall be properly tied back to the building at the locations indicated on the PE drawing.
- 6.20 Supported scaffold platforms shall be fully planked utilizing appropriate grade lumber. The planks must properly overhang the scaffold supports and be secured against displacement.
- 6.21 Proper means of accessing supported scaffolds (e.g., a ladder or stair tower) shall be provided. Workers shall not climb on cross-bracing or scaffold framing unless the frame is specifically designed for that purpose in accordance with the OSHA 1926 Subpart L and X regulations.
- 6.22 Scaffolds shall not be loaded in excess of the manufacturer's specifications or the limits set forth in the PE drawing.
- 6.23 Working platforms shall only be erected and occupied where permitted by the PE drawing.
- 6.24 Supported scaffolds shall be inspected daily prior to use by the contractor's competent person. If the scaffold is suitable for use, the competent person shall initial the green tag posted at the base. Scaffolds under construction or otherwise not suitable for use require a red tag posted at the base.
- 6.25 Suspended scaffolds shall be inspected daily by the rigging foreman. A written log of these inspections shall be kept on site.
- 6.26 Scaffolds shall not be erected, used, or disassembled during wind or other adverse weather events; in close proximity to overhead power lines or exposed electric; without adequate protective measures first in place; or where other hazards exist.

7.0 Requirements for Aerial Work Platforms (AWPs)

- 7.1 AWPs shall be electric-powered unless specifically reviewed and authorized by EH&S (see Safety Policy 120: Construction Contractor Safety Requirements, sections 9.7 and 11.16).
- 7.2 All personnel shall receive safety training prior to using an AWP.

- 7.3 Workers shall be positioned at the front and rear of the AWP to escort it during travel.
- 7.4 An exclusion zone shall be established around the bottom of the AWP to protect persons walking below.
- 7.5 Prior to using an AWP:
 - An assessment of the area where it is to be set up shall be conducted to identify elevation changes, inclines, openings, and other hazards, and to ensure that the surface can support the weight of the lift.
 - An inspection of the AWP shall be completed.
- 7.6 On AWP's that are so equipped, outriggers and expanding axles shall be fully extended at all times.
- 7.7 Any ramp that an AWP will operate on or drive over shall be engineered to support its weight.
- 7.8 AWP's shall not be moved with the work platform elevated.
- 7.9 AWP's shall not be loaded in excess of the limit set by the manufacturer (e.g., combined weight of worker(s) + equipment + materials).
- 7.10 All tools, material and equipment shall be kept within the AWP's' guard railed platform. Tools shall be tethered to the worker or the AWP.
- 7.11 AWP's shall not to be used as cranes or material hoists.
- 7.12 Personnel using a boom lift shall wear a full body harness with a lanyard or self-retracting lifeline properly connected to the anchor point supplied by the manufacturer. Personnel using a scissor lift shall properly connect their lanyard or self-retracting lifeline to the manufacturer supplied anchor point, an overhead structural member or other overhead anchorage meeting the requirements of OSHA 1926.502d (e.g. capable of supporting 5,000 lbs.).
- 7.13 Personnel shall not climb on AWP guard rails or use any items to increase their height above the work platform.
- 7.14 AWP's shall not be operated where winds exceed the limit set by the manufacturer, during other adverse weather events; in close proximity to overhead power lines or exposed electric; or where other hazards exist.

Related Safety Policies

120: Construction Contractor Safety Requirements

160: Fall Prevention and Protection Program

Issue date	2/17
Replaces	11/16
Reviewed by	M. Ciferri, Lutheran Facilities R. Cohen, Facilities Operations N. Ejaz, Lutheran Safety Officer B. Farrell, Real Estate S. Haney, Environmental Health and Safety D. Resnick, Construction D. Rubbo, HJD Engineering NYU Langone Construction Safety Committee HJD Environment of Care (EOC) Committee Lutheran EOC Committee Lutheran Family Health Center EOC Committee NYUHC Environment of Care Committee

Summary of Revisions

Revision Date	Section	Changes
February 2017	Application	Changes NYULMC to NYU Langone
	1.0	Defines NYU Langone
	1.0	Formerly Section 2.0
	2.0	Formerly Section 3.0
	3.0	Formerly Section 4.0
	4.0	Formerly Section 1.0
	7.12	Adds use of an overhead structural member or other overhead anchor point meeting OSHA requirements
October 2016	2.0	Adds employees of NYU Langone Health System
	3.0	Adds examples of AWP
	5.16 - 5.19	New requirements for ladders
	6.7, 6.14, 6.24, 6.25	New requirements for scaffolds
	7.1, 7.3, 7.4, 7.7, 7.10	New requirements for AWP

Revision Date	Section	Changes
	7.12, 7.14	Adds requirement to tie off in all AWP's using a full body harness and "shock absorbing" lanyard or "self-retracting lifeline" secured to a lift anchor point or other OSHA approved overhead anchor point or structural member Adds "during other adverse weather events; in close proximity to overhead power lines or exposed electric; or where other hazards exist."
	Reviewed by:	Adds Lutheran personnel
	Summary of Revisions	Adds summary