



INSTANT SCAFFOLD

ERECTION GUIDE for DOUBLE WIDTH TOWERS

DOUBLE WIDTH (D/W) TOWERS

The D/W range of towers, so called because two platforms can be located side by side at any one level, is ideal for most internal-external building maintenance.

The D/W range has been specifically designed and manufactured to meet the needs of the "finishing" trades, where mobility, fast assembly and lightness are important.

SEE REVERSE SIDE FOR ERECTION DETAILS

HORIZONTAL BRACE

(Yellow hooks) use as hand rail and mid-rail.

GUARD RAIL FRAME

TOEBOARD WHERE REQUIRED

PLATFORMS (2)

DIAGONAL BRACES

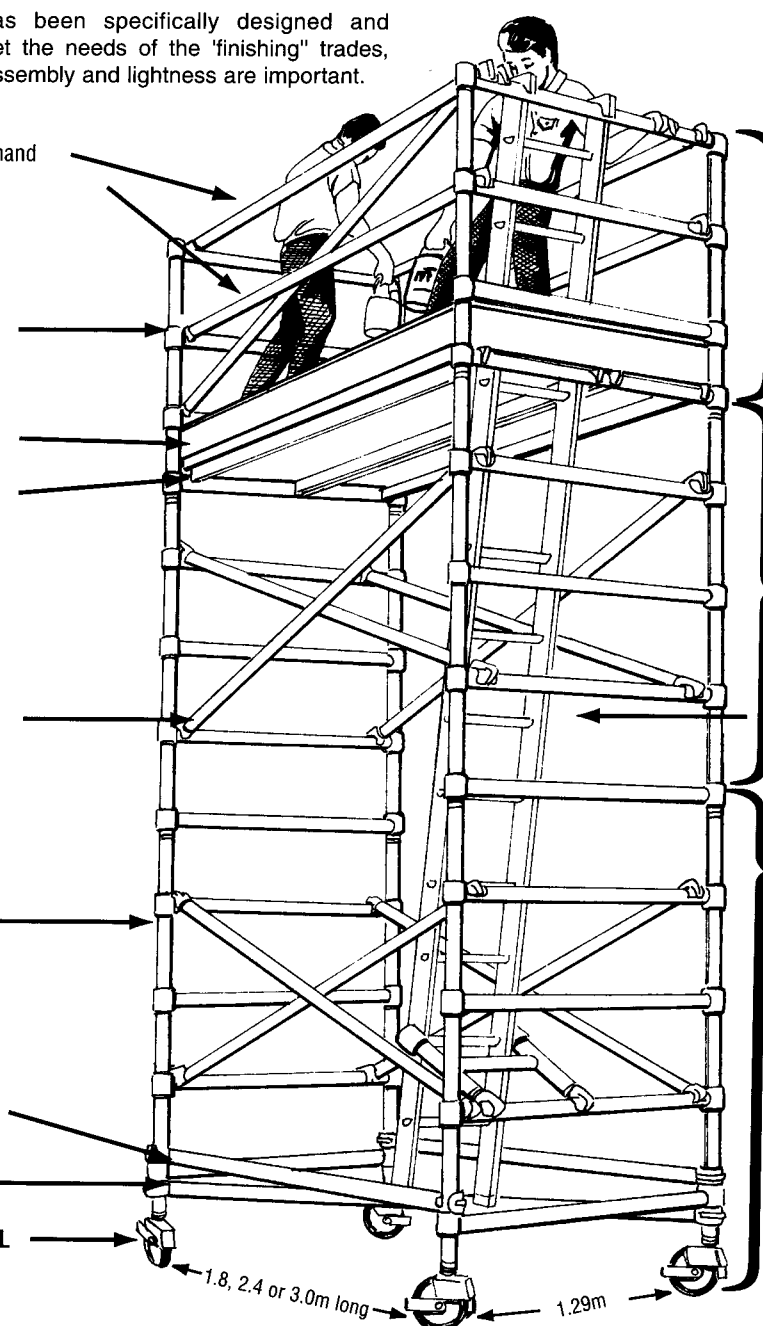
BASE FRAME

2m high (complete with adjustable legs and castor wheels).

HORIZONTAL BRACE (Yellow hooks).

PLAN BRACE (Black hooks).

125mm CASTOR WHEEL and ADJUSTABLE LEG



GUARD RAIL EXTENSION

- = 2 FRAMES
- 4 HORIZONTAL BRACES
- 1 DIAGONAL BRACE

1 WALK-THROUGH PLATFORM

- 1 PLAIN PLATFORM
- 1 TOEBOARD

1.6m EXTENSION UNIT

- = 2 FRAMES
- 4 DIAGONAL BRACES

1 LADDER

BASE UNIT

- = 2 FRAMES
- (adjustable legs and castor wheels).
- 4 DIAGONAL BRACES
- 2 HORIZONTAL BRACES
- PLAN BRACE(S)

SPECIFICATIONS	
Working height	1.2m to 2.4m
Clearance	1.2m to 2.4m
Platform height	0.2m to 0.3m
Weight	1.2m to 2.4m
Length	1.8m, 2.4m, 3.0m
Clear height	1.2m to 2.4m
Clear width	1.2m to 2.4m
Clear depth	1.2m to 2.4m
Clear height	1.2m to 2.4m
Clear width	1.2m to 2.4m
Clear depth	1.2m to 2.4m
Clear height	1.2m to 2.4m
Clear width	1.2m to 2.4m
Clear depth	1.2m to 2.4m

NOTE: The tower illustrated may be used higher than stated if tied-in to a stable structure in an approved manner. Specifications vary in different states. To ensure Departmental and Health and safety compliance please check with your local Instant Access representative. Competent persons must be used to erect, alter or dismantle towers when a person or object can fall a distance of 4.0m or more. Refer to your local O.H. & S Department for further details if in doubt.

DO NOT TAKE CHANCES! Failure to comply with the relevant Instant Scaffold Erection Guide may result in the Owner/ Hire/ User incurring liability for damage and accident claims. For your safety, use only genuine guaranteed Instant Scaffold components, as supplied by Instant Access Aust. P/L. Substituting other manufacturers' components could be dangerous and is not recommended.

for INSTANT SERVICE

For INSTANT SERVICE in supplying your access requirements call Instant Access Australia Pty Ltd.

BRANCHES LOCATED AT: SYDNEY 32 Carter Street, Homebush Bay, NSW 2127. Ph: (02) 9748 6200 Fax: (02) 9748 6255 **NEWCASTLE** 29 Gipps Street, Carrington, NSW 2294. Ph: (02) 4969 4133 Fax: (02) 4962 2597 **BRISBANE** 8 Sugarmill Road, Eagle Farm, QLD 4009. Ph: (07) 3260 2144 Fax: (07) 3260 2212 **MELBOURNE** 251-253 Hyde Street, Yarraville, VIC 3013. Ph: (03) 9687 6711 Fax: (03) 9687 6722 **AUCKLAND NZ** 144 Captain Springs Road, Onehunga, NZ. Ph: (09) 634 1124 Fax: (09) 636 9466 Freecall: 0800 INSTANT **WELLINGTON NZ** 3-5 Railway Avenue, Lower Hutt, NZ. Ph: (04) 589 1244 Fax: (04) 589 1344

DISTRIBUTORS LOCATED AT: PERTH 42 Goodward Parade, Burswood, WA 6100. Ph: (08) 9472 7600 Fax: (08) 9472 7611 **ADELAIDE** 165 The Cove Road, Hallett Cove, SA 5158. Ph: (08) 8322 2260 Fax: (08) 8322 2260 **HOBART** 132-134 Argyle Street, Hobart, TAS 7000. Ph: (03) 6234 3747 Fax: (03) 6234 9803.

Instant Access Australia Pty Ltd ACN 001 872 500 Instant Access NZ Limited Email: info@instaccess.com.au Web site: http://www.instaccess.com.au



The ACCESS SPECIALISTS

Instant Access Australia Pty Ltd ABN 2001 872 500
Instant Access NZ Limited

INSTANT ACCESS RISK ASSESSMENT & CONTROL MEASURES

MOBILE SCAFFOLDS/PANDECKS



Task Description	Hazard	Initial Class	Risk Class	Class 3	Control Measures	Class 2	Comments	Responsible Operator/Supervisor
Erection	Unstable Ground	5	4	✓	Ensure correct size soleboards are placed under all standards to distribute weight.	✓	Relevant training induction and qualifications (ticket)	Supervisor
	Power lines (electrocution)	✓			Ensure relevant authority has disconnected power or insulated power supply prior to erection.	✓	Relevant training	Supervisor
					Once scaffold is erected, install plywood to face of scaffold adjacent to power line.	✓	Relevant training	
	Falling	✓			During erection, ensure that scaffolders have handrails at 1.0m or safety harness and inertia reel/static line.	✓	Induction of safe procedures prior to erection	All
	Overturning	✓			Ensure that scaffold is correctly tied in to building every 4.0m in height.	✓	Induction of safe procedures prior to erection	All
	Collapse	✓			Ensure scaffold is built to manufacturers specifications – not to leave out any items such as braces, ties, safety fittings, toeboards, SWL signs.	✓	Relevant training	All
	Head, eye injury, cuts, burns etc		✓		Wear hard hats and all relevant personal protection equipment.	✓	Relevant training and induction on manufacturers specifications	All
Use of scaffold	Electrocution	✓			Do not remove any plywood, insulation or warning signs from areas near power lines.	✓	Relevant safety induction	All
	Overturning	✓			Ensure that all ties are not modified, moved or removed unless done by ticketed scaffolders according to regulations.	✓	Relevant site safety induction	All
	Collapse	✓			Adhere to SWL (Safe Working Load) of scaffold. Do not overload with materials or personnel.	✓	Certificate of competency required	All
	Personal Injury			✓	Ensure helmet and all personal protection equipment are worn at all times.	✓	Relevant induction once installed	
	Fall from scaffold	✓			Do not remove any component, handrails, midrails, braces, ladders, toeboards, platforms, frames couplers or ties that could render the scaffold unsafe.	✓	Site specific induction	All
Dismantle of scaffold	Falling debris	✓			Ensure work platform is clean prior to dismantle. Do not remove lower ties until scaffold is dismantled down to that level.	✓	Certificate of competency required	Supervisor/all
	Overturning	✓			Do not remove lower ties until scaffold is dismantled down to that level.	✓	Site specific induction	Supervisor
	Personal Injury			✓	Wear all personal protective equipment and ensure that all knots and ropes are securely tied when lowering equipment.	✓	Certificate of competency required Site specific induction and training on ropes	All

Level of Risk & Description: ⑤ CATASTROPHIC, ④ MAJOR, ③ MODERATE, ② MINOR ① INSIGNIFICANT

See reverse side for special scaffold structures

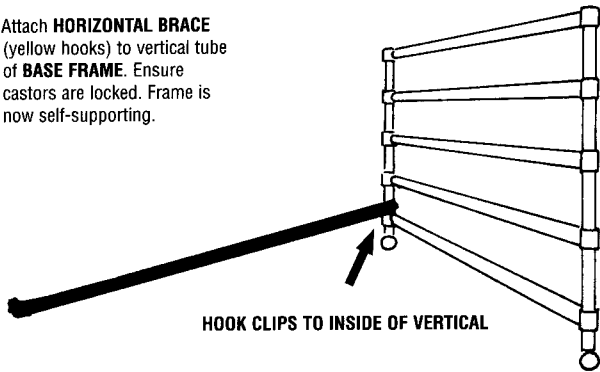


INSTANT SCAFFOLD

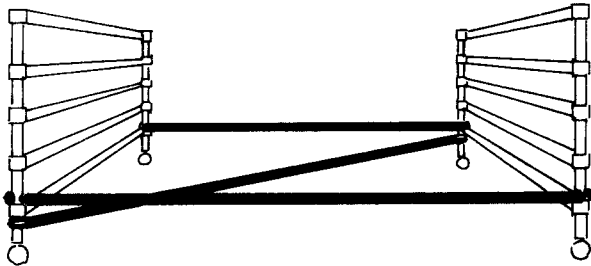
ERECTION GUIDE

DOUBLE WIDTH (D/W) TOWERS

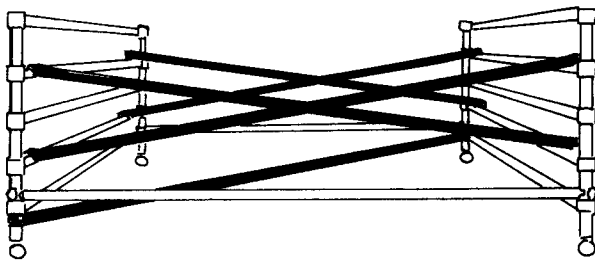
- 1** Attach **HORIZONTAL BRACE** (yellow hooks) to vertical tube of **BASE FRAME**. Ensure castors are locked. Frame is now self-supporting.



- 2** Attach spare end of brace to end of other **BASE FRAME**. Attach 2nd **HORIZONTAL BRACE** (yellow hooks) to other side of frame. Attach **PLAN BRACE(S)** (black hooks) diagonally onto the vertical tube below the lowest base frame rung, or as low down as possible.

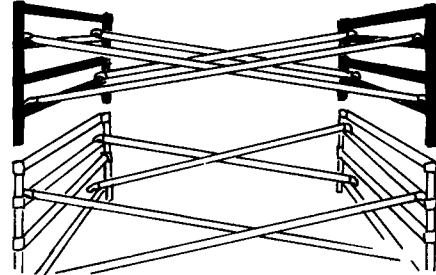


- 3** Attach four **DIAGONAL BRACES** to the base of the unit as shown. Level the unit using the adjustable legs. The base is now complete.



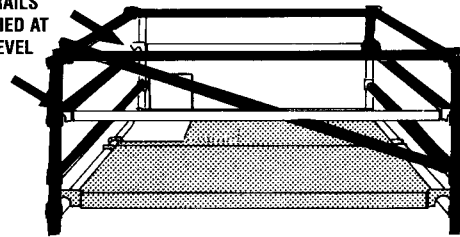
BEFORE USE, PLEASE READ RULES ON BASE FRAME

- 4** Additional extensions. (After the use of one 1.6m extension unit outriggers are required, where approved), unless tower is securely tied to a stable structure. Insert a **FRAME** spigots first, into the top of the **BASE UNIT** and secure interlock clips, see drawing below. Attach four **DIAGONALS** to frames as shown.



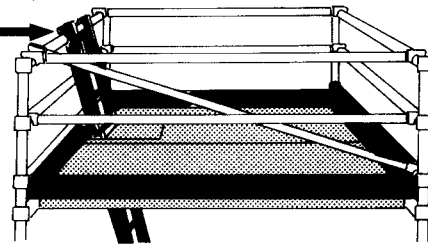
- 5** Fit the **PLAIN PLATFORMS** first, then the **WALK-THROUGH PLATFORM** with the hinges of trapdoor to the outside of tower. Insert the **GUARD RAILS** spigots first, into the top of the last frame and secure interlock clips. Attach two **HORIZONTAL BRACES** (yellow hooks) to top rung of **GUARD RAIL FRAME** and **MIDRAILS** and one **DIAGONAL BRACE** for rigidity as shown.

MID RAILS ATTACHED AT THIS LEVEL



- 6** To complete the **WORK PLATFORM**, first fit the **TOEBOARD** at allow the trap door on the platform to open freely. Finally attach the **LADDER** through the **ACCESS PLATFORM** as shown and clip on stand off hooks at base of ladder to the corresponding rung on the frame. Ensure the access door movement is not impaired.

ATTACH LADDER HOOKS ON THE RUNG.



- 7** **LADDER 'CHANGE OVER' PLATFORMS:** One **WALK-THROUGH PLATFORM** is required to enable safe ladder change-over on towers with more than one ladder. Attach platform before ladder. Ensure four **HORIZONTAL BRACES** are also attached as **GUARD RAILS** and **MID RAILS**.

THREADED LEG ADJUSTMENT

TWIST AND RAISE COLLAR PAST SAFETY LOCKS
 THREADED NUT OPENS
 THREADED LEG SLIDES TO POSITION
 LOWER COLLAR PAST SAFETY LOCKS
 CLOSE NUT AND LEG LOCKS IN POSITION
 KNURLED RING FOR MICRO ADJUSTMENT

BUTTRESS LEG ADJUSTMENT

COLLAR FOR BUTTRESS LEG
 BUTTRESS SCREW THREAD
 ALLIGATOR CLIP THAT PROVIDES HEIGHT ADJUSTMENT
 PRESS HANDLE TO OPEN JAWS RELEASE TO ENLARGE BUTTRESS THREAD. FOR FINE ADJUSTMENT TURN HANDLE

OUTRIGGERS (TYPICAL)

TIGHTEN WING NUTS ON OUTRIGGER & ARM FIRMLY
 COUPLE OUTRIGGER TO TOWER STANDARD
 ATTACH OUTRIGGER ARM
 SEAT OUTRIGGER FOOT FIRMLY ON GROUND

FRAME LOCK

CLIP MOVES UP TO ENLARGE HIGHEST HOLE.

NO-CLOG SNAP-ON HOOKS

BRAKE LEVER

LOCKED OFF

If in doubt, phone your nearest **INSTANT** branch for advice - YOUR SAFETY MAY DEPEND ON IT!



INSTANT ACCESS RISK ASSESSMENT & CONTROL MEASURES

The ACCESS SPECIALISTS

MOBILE SCAFFOLDS/SPANDECKS

Instant Access Australia Pty Ltd ABN 2001 872 500
Instant Access NZ Limited



Task Description	Hazard	Risk 5	Risk 4	Control Measures	Class 2	Comments	Responsible operator/supervisor
Erection/alteration or dismantle of scaffold	Accidental collapse	✓		Place bracing as indicated on erection procedure sketch provided.	✓	Refer to 1A erection guide provided	Operator
				Ensure castor/base plate leg fitted correctly and let lock secured properly.		Safety details; refer to erection guide	Operator
				Ensure scaffold is either on level ground or correctly leveled using spirit level.		Safety details; refer to erection guide	Operator
				Ensure interlocking clips on frames are fitted and all bushings secured correctly inside frames.		Safety details; refer to erection guide	Operator
				Ensure scaffold has internal ladder access and hatch platform opens to outer perimeter of scaffold as instructed.		Refer to 1A erection guide provided	Operator
				Ensure platform fitted on transoms of scaffold correctly.		Refer to 1A erection guide provided	Operator
				Ensure kickboards fitted to scaffold perimeter correctly.		Refer to 1A erection guide provided	Operator
Whilst working on scaffold	Bodily harm, i.e. eye injury, head injury, cuts/abrasions, dust inhalation		✓	Ensure personal protective equipment is being worn where required.	✓	Refer to 1A erection guide provided Relevant training/induction	Operator Foreman
	Falling from scaffold	✓		Do not climb on scaffold handrail.		Relevant training	Operator/Supervisor
				Do not lean out of scaffold deck area.		Refer to 1A erection guide – handrail installation	Foreman/Operator
				Ensure castors locked/checked to prevent movement when in working position.		Safety Decals; refer to erection guide	Operator
				Do not move mobile scaffold while person working on it.		Refer to erection site inspection	Foreman/Operator
				Do not use extension ladder/crates or any other material to increase reaching height on existing work level.		Call 1A to arrange a site inspection	All
				Do not climb up/down outside of scaffold to get to work level.		Refer 1A erection guide – ladder access	Foreman/Operator
	Overloading	✓		Do not remove guardrails/handrails.		Refer to safety needs and 1A supplier erection guides	All
	Electrocution	✓		Ensure SWL of 225kg not exceeded and that scaffold has one work level only.	✓	Refer to safety needs and 1A supplier erection guides	All
				Ensure scaffold is set to the correct safe clearance from power lines (consult local authority).	✓	Refer to safety decals	Foreman/Operator
SPANDECKS							
	Accidental collapse	✓		Ensure Spandek ends suspended over transoms of frames sitting flush with frame.	✓	Refer to Spandek erection guides and if unsure call 1A	Foreman/Operator
				Place guardrail posts into position at the end and middle of Spandek, coupler, tube, guardrails into position.		Refer to Spandek erection guides and if unsure call 1A	Operator
	Whilst working on Spandek	✓		Ensure guardrails positioned correctly and couplers tightened.	✓	Refer to Spandek erection guides and if unsure call 1A	Operator
	Falling from Spandek	✓		Do not climb on Spandek handrail.	✓	Refer to Spandek erection guides and if unsure call 1A	Handrail/Operator
		✓		Do not lean out of Spandek work area.	✓	Refer to Spandek erection guides and if unsure call 1A	Foreman/Operator
	Overloading	✓		Ensure SWL of 225kg is not exceeded.	✓	Safety needs – refer to Spandek erection guides	All
	Incorrectly installing scaffold	✓		Ensure prior to erecting Spandeks that towers are built according to JA WorkCover specifications.	✓	Refer 1A erection guide for information	Foreman/Operator
	Fall while installing	✓		Minimum 2 people to install.	✓	Refer 1A erection guide for information	Foreman/Operator
	Tower collapse during hoisting	✓		Ensure both towers are correctly secured tied before hoisting Spandeks.	✓	Refer 1A erection guide for information	Foreman/Operator
	Fall from tower whilst hoisting spans	✓		If safety harness is required, connect to approved point other than mobile scaffold unless approval by WorkCover.	✓	Refer 1A erection guide for information	Foreman/Operator
	Towers collapse after install	✓		If mobile arrangement, ensure bases of towers adequately tied to prevent spread under load.	✓	Use same size tube as handrails	Foreman/Operator
	Towers collapsing from rocking motion	✓		Ensure face bracing is applied correctly.	✓	Refer 1A erection guide for information	Foreman/Operator

Level of Risk & Description: ⑤ CATASTROPHIC, ④ MAJOR, ③ MODERATE, ② MINOR ① INSIGNIFICANT

See reverse side for mobile scaffolds