



SCAFFOLDING AND ACCESS

JADE House, Cullen, Beauparc, Navan Co. Meath

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Written Scaffold Design Brief

Please fill out the following 'scaffold design brief form' with information that we ask our clients to provide when they require a scaffold to be designed.

- Site location:

- Person in your organisation responsible for the 'safe use' of the scaffold.
Person responsible for determining the scaffold criteria required and liaising with the scaffold designer (if different to above):

- Location and orientation of the scaffold on site:

- Where can we view your site scaffold management plan?

- Required use of scaffold (what works will be carried out)?

- Load class of scaffold (e.g. Load class 3 - general purpose – 2kN/m² - general building work including brickwork, window and mullion fixing, rendering and plastering see table 1 on our website extracted from TG20:08 and table A1 of code of practice for access and working scaffolds 2008).

- Number of working levels required:

- Number of boarded levels required:

- Nature of plant to be used on the scaffold, if any:



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- If the scaffold has a loading bay how will it be loaded? E.g. by crane, teleporter etc.

- What is the required load on the loading bay? Are there point loads, e.g. casters on trolleys or legs of stillages?

- Length and height of the scaffold:

- Does the scaffold require sheeting or debris netting?

- Has your permanent structure design team been consulted in relation to the imposed load of the scaffold on the permanent structure?

- Have you informed the Project Supervisor for Design Process (PSDP) that a scaffold design will be carried out?

- Do you have drawings of the existing/proposed permanent structure available? Please provide these in Autocad format if possible.

- Do the details of facade or roof finishes affect the tying of the scaffold? If yes, please make this information available.

- Nature, stability and bearing capacity of the supporting ground. Is the ground capable of supporting the scaffold?



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- What type of scaffold materials will be used and who is the manufacturer?

- Are scaffolding beams required? If so, who is the manufacturer of the beams that will be used?

- Duration that the scaffold will be in use for:

- Approximate date that scaffold should be available for use:

- Is there a presence of any hidden hazards, with special attention to electrical hazards that might create unexpected risks to scaffold erectors and/or users?

- Do platforms need to be covered in plywood or a similar material?

- Is stairs or ladder access or both required?

Please note that this list is non-exhaustive and more information may be required depending on the nature of the project.