# SAFE WORK PROCEDURES
## TRESTLES

### SPECIAL INSTRUCTIONS:

1. **Sequence** | **Identified hazards** | **Key processes to be followed** | **Precautions / PPE required**
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1. **General precautions** | Design and construction | Trestle scaffolds must comply with AS 1892.1 *Portable ladders - Metal* and be load rated to at least 120 kg. Scaffolds should have large sole plates and preferably have stake holes in plates. Timber and metal scaffold planks must conform to AS 1577 *Scaffold planks*. Planks must be at least 225 mm wide, made from or fitted with non-slip materials. | Industrial trestles only are to be used. Feet should have a non-slip surface. Industrial planks only are to be used. Planks should have 225 kg rating. |
2. **Use of trestles** | Overloading of trestles Falls of persons | Trestle scaffolds should only be used for light duty work (painting, rendering, etc). Ensure that trestles and planks are used in accordance with maker’s instructions. Set up trestles on even level surface, and support feet if placed on soft ground. Ensure that trestles are stable and levelled before placing working planks. Ensure that safe access is available to persons accessing working platform. Ensure planks are fully supported, and perform all work between the trestles only. | Use scaffold for heavy duty tasks. Ensure that trestles are opened fully. Use sound packing to support legs. Align trestles horizontally before use. Do not stand on unsupported ends of planks when accessing or working. |
3. **Working platforms** | Falls of persons | Work platforms must be at least 450mm wide (i.e., double planks), and be capable of carrying any load which the type of work carried out may require. Guard rails and toe boards must be provided for use at heights above 2 metres. | See also SWP *Working at Heights*. Secure planks to prevent opening. Provide adequate fall protection. |
4. **Brick layers trestles** | Instability of trestles | Ensure that supports are adequate for load and levelled to ensure stability. Use only supplied pins to adjust height of adjustable trestle scaffold. Ensure that outriggers are locked in place and properly supported on ground. Place heavy loads over trestles when trestle scaffold is over one bay in length. | Use sound packing to support legs. Do not use nails or reinforcing bar. Check stability of trestles before use. Carry out all work between trestles. |
5. **Inspection and maintenance** | Failure under load | Inspect trestles after use for wear and damage to hinges, pins, holes and feet. Check all welds and crimps for cracks, distortion, separation or loose components. Check for twisting by ensuring that all feet are firmly on ground when opened. Store trestles in upright position and secure against falling. Inspect planks (including rubber beads) for wear, cracks or damage. Store planks supported off ground, and away from risk of falling objects. Do not place or store other materials on stored scaffold planks. | Do not use faulty equipment – repair, rectify or replace load bearing items. Ensure that sole plates are not bent. Ensure adequate access to stored items. Repair, rectify or replace faulty planks. See also SWP *Scaffolding*. Protect scaffold planks from damage. |