

GEORGIA INSTITUTE OF TECHNOLOGY
ENVIRONMENTAL HEALTH AND SAFETY
TEMPORARY STRUCTURE SAFETY CHECKLIST

The following Temporary Structure Safety Checklist has been condensed and edited from the Occupational Safety and Health Act (OSHA), Part 1926, Construction Safety and Health Regulations and establishes useful guidelines for safe work during the construction of temporary structures at Georgia Tech.

General Safety Rules

- Work areas kept orderly and clean.
- Electrical cords and equipment properly grounded with Ground Fault Circuit Interrupters in place.
- Electrical cords and equipment inspected prior to each use.
- No use of alcoholic beverages or controlled substances on, or by anyone working on the job site.

Housekeeping and Sanitation

- Regular disposal of trash. Waste containers provided and used.
- Roads, driveways, and walkways clear.
- Adequate lighting of work area maintained.
- Oil, grease and other spills promptly cleaned-up.

Personal Protective Equipment

- Hard hats (if overhead hazards exist).
- Hearing protection (if high noise hazards exist).
- Eye and face protection/Safety Glasses or Face Shields (if eye/face hazards exist).
- Respiratory protection (if respiratory hazards exist).
- Fall protection (particularly when working at heights 4 feet or above).

Fire Protection

- Georgia Tech Fire Marshal to Review Structure Design.
- Fire extinguishers charged and identified.
- No Smoking signs posted.
- Adequate access for emergency vehicles maintained.
- All exits and exit-ways kept open and unobstructed.

Hand and Power Tools

- Tools inspected before every use.
- Power tools, electrical cords and plugs in good condition.
- Safety guards in place on all power tools.
- All power tools properly grounded.

Welding & Cutting

- Compressed gas cylinders secured in vertical position.
- Hoses inspected prior to each use.

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- Fire Extinguisher is available and fire watch is available.
- Flash back arresters in place.
- Welding screens in place.
- Fuel and oxygen cylinders separated in storage.

Ladders

- Inspected prior to each use.
- No bent, broken or missing rungs or steps.
- No bent, broken or split side rail.
- Extend at least 36 inches above landing and be secured.
- Use a minimum 4 to 1 lean ratio.
- Do not climb higher than the third rung from the top of an extension ladder or the second tread from the top on step ladders.
- Secure the bottom and the top of an extension ladder.
- Always face the ladder going up and coming down.
- Both hands must be used on ladders. Raise/lower needed material by mechanical means.

Scaffolding

- Inspected when initially erected and prior to each use.
- Footings or anchorage for scaffolds shall be sound, rigid, and capable of carrying the maximum intended load.
- Tied into building vertically and horizontally at 14 foot intervals (maximum).
- Properly cross-braced.
- All planking platforms shall be overlapped (minimum 12 inches) or secured from movement.
- Scaffold planks shall extend over their end supports not less than 6 inches or more than 18 inches.
- Scaffold planks capable of supporting at least four (4) times the maximum intended load. Must be properly anchored.
- No unstable objects such as concrete blocks, boxes, etc., used as scaffold foundations.

Guardrails, Handrails and Covers

- Guardrails, handrails and covers installed wherever there is danger of employees or materials falling through floors, roofs or wall openings and shall be guarded on all exposed sides.
- Top rail 42 inches above the floor.
- Intermediate rail 21 inches above the floor.
- Guardrail assemblies around floor openings shall be equipped with toe boards. Toe boards at least four (4) inches above the floor level.

First Aid

- First aid stations with supplies and equipment.
- Trained first aid personnel available on the job site.
- Injuries promptly and properly reported.