

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 MEWPs
- Maintaining a list of consultants who can provide both training and competent/qualified persons relative to ladders, scaffolds, and MEWPs
- 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 **Managers, Foremen, Project Managers (PMs), and Contractors** are responsible for:

- Informing personnel about the requirements of this policy and enforcing policy

- 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 significant fall exposure for the worker (see Safety Policy 160, Fall Prevention and Protection Program).
- 5.15 Portable 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.
- 5.18 Workers shall not carry items in their hands while climbing up or down a ladder.
- 5.19 Ladders shall not be set up or used during wind or other adverse weather events; in close proximity to overhead power lines or unprotected electric sources; or where other hazards exist.
- 5.20 Workers shall only use ladders which belong to their employer.
- 5.21 Plan for installation or replacement of fixed ladders and stairs shall be reviewed and approved by facilities management (e.g., Facilities Operations or the Engineering Department) and EH&S. Unless otherwise specified, fixed ladders shall be installed at a 90 degree angle and fixed stairs shall be installed at a 30 to 50 degree angle. Fixed ladders and stairs shall comply with all OSHA 1910 subpart D requirements.

6.0 Requirements for Scaffolds

- 6.1 All personnel, including erectors and dismantlers, shall be protected against falls from scaffolds 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.
- 6.5 Baker and mobile frame scaffolds shall not be moved with personnel on them.

- 6.6 If there is a gap of more than 14 inches between a supported scaffold and a structure, an inner guardrail system shall be installed to eliminate the fall hazard.
- 6.7 Each suspended scaffold user shall be tethered by rope grab to an independent vertical lifeline properly secured to a structural member or to an anchor point specifically designed for fall protection and has been pull tested.
- 6.8 Chafing protection shall be used wherever fall protection system components come into contact with sharp edges.
- 6.9 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 attached to a proper tieback cable to prevent movement.
- 6.10 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.
- 6.11 All personnel who use a supported scaffold on a construction site, regardless of size, shall provide proof of training.

6.17 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.

6.28 Scaffolds shall not be erected, used, or disassembled during wind or other adverse weather events; in close proximity to overhead power lines or unprotected electrical sources; or where other hazards exist.

6.29 Industrial rope access and single point suspension scaffolds shall only be employed where safer alternatives (e.g. supported scaffold, two point and multi-point suspension scaffolds) are determined to be infeasible.

7.0 Requirements for Mobile Elevating Work Platforms (MEWPs)

- 7.12 Staff and contractor personnel using a MEWP (scissor and boom lift) shall wear a full body harness with a self-retracting lifeline properly connected to a manufacturer-supplied anchor point.
- 7.13 Personnel shall not stand or climb on MEWP toe boards or guard rails or use any items to increase their height above the work platform.
- 7.14 MEWPs shall not be operated where winds exceed the limit set by the manufacturer, during other adverse weather events (e.g., lighting, ice, fog), in close proximity to overhead power lines or exposed electric; or where other hazards exist.
- 7.15 Use of a MEWP to perform live electrical work or electric arc welding shall be pre-approved by EH&S.
- 7.16 Maintenance, repairs, and modifications to a MEWP shall be performed by the facilities management (e.g., Facilities Operations or the Engineering Department) or contractor’s qualified vendor, not by staff or contractor personnel.
- 7.17 MEWPs shall not be used in close proximity to moving vehicles or powered-mobile equipment. Special care shall be taken when operating a MEWP adjacent to an active roadway.

Related Safety Policies

- 120: Construction Safety Requirements
- 160: Fall Prevention and Protection Program

Issue date	03/2021
Replaces	10/2020
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Summary of Revisions

Revision Date	Section	Changes
March 2021	Throughout	Changes NYU Winthrop to NYU Langone Hospital – Long Island
October 2020	1.0	Changes NYU School of Medicine to NYU Grossman School of Medicine
	5.15	Specifies Portable Ladder
September 2019	Throughout	-Changes Aerial Work Platform (AWP) to Mobile Elevating Work Platform (MEWP) -Edits wording for clarity
	1.0	Incorporates Winthrop and NYU Long Island School of Medicine
	2.0	Defines MEWP
	3.3	Adds responsibilities for equipment inspections, maintenance and repairs, and for training, and provision of fall protection equipment
	3.4	Adds responsibility to use fall protection
	4.0	Adds reference to ANSI standards
	5.20	Adds reference to OSHA standard
	6.21	Clarifies what is meant by proper access
	6.29	Adds language about use of industrial rope access and single point suspension scaffolds
	7.15 - 7.17	Adds new requirements
	Reviewed by	Adds review by NYU Winthrop Hospital
February 2017	Application 1.0	Changes NYULMC to NYU Langone

		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