



CODE OF SAFE PRACTICE GUIDELINE FOR MAST CLIMBING WORK PLATFORMS (MCWP) DEVELOPED FOR INDUSTRY BY THE ACCESS ASSOCIATION OF CANADA (AAC)

It shall be the responsibility of all users to read and comply with the following recommended guidelines which are intended to promote safety in the erecting, dismantling, alteration, and use of Mast Climbing Work Platforms.

GENERAL GUIDELINES:

1. Post these safety guidelines in a conspicuous place. Ensure that all persons who erect, use, operate, or dismantle MCWPs are made aware of these safe practices and have been trained in the safe operation of the equipment. Only persons who are authorized and have received the required training are permitted on the platform.
2. Follow all equipment manufacturer's instructions and instructions as written in the Owner's Manual. Abide by all local, state/provincial and federal statutes and regulations in your area pertaining to MCWPs including but not limited to CSA B354.10 Safe use and best practices for mast climbing work platforms (MCWPs), B354.11 Training for mast climbing work platforms (MCWPs).
3. Erect, dismantle or alter a MCWP only under the supervision of a competent person. Erection, dismantle and alterations shall be done in accordance with a Risk Assessment and Method Statement. (see CSA B354.10) Modifications or alterations not consistent with the manufacturer's Owner's Manual must be approved in writing by the manufacturer. If the manufacturer is no longer in business modifications shall be made only with written instruction from a professional engineer.
4. Before using a MCWP, consult weather reports to ensure wind will not exceed the maximum allowable in-service speed as determined by the manufacturer.
5. Before using a MCWP a pre-start inspection must be completed and documented before each shift. Confirm frequent and annual inspections have been completed as required. Check for hazards such as debris, slippery surfaces, overhead obstructions, high voltage hazards, inadequate base support and other unsafe conditions.
6. Inspections and maintenance shall be performed as required to ensure for proper and safe operation. MCWPs not in compliance with manufacturer's guidelines must be removed from service until rectified or repaired by an Authorized/Qualified Service Technician.
7. Ensure guardrails, and mast guards are installed during normal operation. Ensure that proper access to the platform is provided and that access gates function properly and other access locations are protected with guardrails.
8. Use all required personal fall protection equipment during erection and dismantle, or when a fall hazard exists.
9. To reduce the risk of fall exposure, fully plank extension platforms and walkways using scaffold grade planks or equivalent. Ensure that the tie space between the mast and wall is fully planked or guardrails are installed.
10. Do not exceed the maximum load limitations (capacity) for the **specific configuration** of the MCWP you are operating. Consult the operations manual for the maximum platform loading charts and diagrams for the **specific configuration** of the MCWP. Ensure that operators are aware of the maximum allowable load limits, proper load distribution and the weights of materials to be on the MCWP. A copy of the load chart the shows the **specific configuration** shall be posted on the MCWP in a conspicuous place.
11. Ensure that the maximum allowable number of persons on the platform is not exceeded. Ensure that the



- number of qualified operators exceeds the number of operator stations by at least 1.
12. The operator's manual(s) shall be stored and maintained in good condition on the platform at all times.
 13. No person shall erect, use, operate, ride or dismantle the MCWP if they are under the influence of drugs, alcohol or other substances.
 14. Ensure that no material or person(s) can project beyond or overhang the platform guardrails.
 15. Personnel shall maintain a firm footing at all times while working on the platform floor. Use of ladders, stools and such on the MCWP to achieve additional height or reach is prohibited. Any other device to achieve additional height shall be used only with the written approval of the manufacturer or engineer.
 16. Means shall be established to prohibit access and use of the platform by unauthorized person(s).
 17. Do not operate a MCWP if any electrical, engine or hydraulic panel or door is open. Make sure all electrical, engine and hydraulic components are in proper and safe operating condition.
 18. On an internal combustion engine powered MCWP, but not limited to, ensure that an appropriate fire extinguisher is readily available.
 19. Never take chances! If in doubt regarding safety or use of the MCWP, consult with the manufacturer, supplier, competent person or engineer.
 20. Ensure that an evacuation / rescue plan is in place as required.

IF YOU DO NOT UNDERSTAND THESE GUIDELINES, ASK YOUR SUPERVISOR FOR CLARIFICATION.

DISCLAIMER:

This Code of Safe Practice ("Code") provides some commonsense procedures for safely erecting, dismantling, and using Mast Climbing Work Platforms. As equipment differs, comply with the instructions and procedures of the MCWP supplier and manufacturer(s). As field conditions vary and are beyond the control of the Access Association of Canada and Mast Climbing Work Platform Committee, safe and proper use of the Mast Climbing Work Platform is the sole responsibility of the employer and users. The Code provides information on methods of safe use but does not purport to be all-inclusive, or to supplant or replace any manufacturer or other safety and precautionary measures.

The information contained herein is to be used as a guide and not intended to replace legislative requirements with respect to the proper use, installation, or maintenance of Mast Climbing Work Platforms, nor the general obligations of parties under applicable occupational health and safety legislation to take every reasonable precaution for the health and safety of workers. The user(s) must refer to such provisions in the applicable legislation. Further, the information provided is believed to be accurate as of the date of publication. In the event of conflict between the Code and all applicable legislation, including the Occupational Health and Safety Act and its regulations, such legislation shall supersede and govern. The Access Association of Canada expressly disclaims all liability as to any results obtained or arising from any use of the product or reliance on such information. The ownership of the copyright for this guide belongs to the Access Association of Canada.