



ACCESS RAMPS AND STAIRS

Potential Hazards

1. falls from elevated heights
2. pinch points upon opening/closing
3. striking persons or objects
4. falling debris
5. electrical shock

Personal Protective Equipment Required

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|----------|--------------------|----------------------------|
| Hard hat | CSA Boots | Fall protection |
| Eyewear | Hearing protection | Skin protection (clothing) |

SAFE WORK PROCEDURE

PRELIMINARY ACTIVITIES

Where multiple trade activity is scheduled, the general contractor is to review in advance the priority of work and schedule the appropriate time frame to allow each trade to complete their scope of work.

Prior to any work commencing supervisors must conduct a hazard assessment of all applicable work areas. Any hazards that are found during the hazard assessment must be addressed prior to any work commencing.

PROCEDURES FOR WORKING SAFELY

1. Install access ramps where rolling loads will be moved over floors of two different heights.
2. Install access ramps, or a temporary stair, where the heights of two different floors cause a hazard to workers walking over it.
3. Full size sets of stairs and ramps are **calculated** and made to determine rise, going and pitch of stairs to provide location of landings, stringers, treads and posts where specified.
4. Access ramps and temporary stairs are to be a minimum of 20 inches wide.
5. Stairs, ramps, or walkways that rise more than 1.2 meters (4 feet) above the ground must have proper guardrails.
6. Landing bearers and joists are placed, fixed and braced according to plans and specifications.
7. Ramps must not exceed a 20% slope.
8. If an access way is deemed unsafe, it must be clearly identified and workers should be prevented from entering the area
9. Supervisors must then advise the General Contractor that access is now available to all trades.

Toe Boards

1. Floor openings, elevated walkways and platforms must have toe boards if there is a danger from tools, materials, equipment and debris falling off the edge of the work surface, or there is a danger of slipping off the work surface due to the environment or work practices being used.
2. The top of a toe board must be at least 10 cm (4 in) above the floor or platform, and the space between the bottom of the toe board and the floor or platform must not exceed 13 mm (1/2 in).
3. If material is stacked or stored on a platform or walkway, or near a floor opening, toe boards must be increased in height or solid or mesh panels of appropriate height must be installed to prevent the material from falling.

Handrails on Stairways

1. Stairs with more than 4 risers must have continuous handrails on:
 - a) any open side of the stairway;
 - b) one side of enclosed stairways 112 cm (44 in) or less in width; and
 - c) both sides of enclosed stairways over 112 cm (44 in) wide.
2. The top of a handrail must be 76 cm to 92 cm (30 in to 36 in) above the stair tread, measured vertically from the nose of the tread, and the height must not vary on any flight or succession of flights of stairs.
3. A handrail on an open side of a stairway must have a mid rail located approximately midway between the top of the handrail and the nose of the stair tread.
4. A handrail must be able to withstand a load of 1.3 kN (300 lbs) applied vertically or horizontally at any point along the handrail.