

**CODE OF SAFE PRACTICES
FOR
ERECTING & DISMANTLING OF FRAME SHORING
CO-DEVELOPED BY SCAFFOLDING, SHORING and FORMING INSTITUTE (SSFI)
and SCAFFOLD & ACCESS INDUSTRY ASSOCIATION, INC. (SAIA)**

It shall be the responsibility of all users to read and comply with the following common-sense guidelines which are designed to promote safety in the erecting, dismantling and use of frame shoring. These guidelines do not purport to be all-inclusive nor to supplant or replace other additional safety and precautionary measures. If these guidelines conflict with any local, provincial, state, federal or other government regulations, the regulations shall supersede these guidelines and it shall be the responsibility of each user to comply therewith.

I. GENERAL GUIDELINES

- A. THESE SHORING SAFETY GUIDELINES should be used by all persons who erect, dismantle, or use shoring.
- B. COMPLY WITH ALL LOCAL STATE, PROVINCIAL, AND FEDERAL CODES, ORDINANCES AND REGULATIONS pertaining to shoring.
- C. SURVEY THE JOB SITE. A survey by a competent person shall be made of the jobsite for hazards, such as untamped earth fills, ditches, debris, electrical hazards, unguarded openings and other hazardous conditions. These conditions should be corrected or avoided.
- D. PLAN SHORING ERECTION SEQUENCE in advance and obtain necessary access equipment to accomplish the work safely.
- E. INSPECT ALL EQUIPMENT BEFORE USING. Never use any equipment that is structurally defective in any way. Mark or tag it as defective, then remove it from service.
- F. A SHORING DRAWING prepared by a qualified person and consistent with the manufacturer's recommended safe working loads, shall be used on the job at all times.
- G. ERECT, DISMANTLE OR ALTER SHORING only under the supervision of a competent person qualified in shoring erection.
- H. DO NOT ABUSE OR MISUSE THE SHORING EQUIPMENT.
- I. INSPECT ERECTED SHORING: (a) immediately prior to imposing load; (b) from a safe distance during concrete placement or initial loading; (c) after concrete placement.
- J. NEVER TAKE CHANCES! IF IN DOUBT REGARDING THE SAFETY OR USE OF THE SHORING, CONSULT WITH A QUALIFIED PERSON.
- K. ERECTING AND DISMANTLING OF SHORING requires good physical and mental condition. Do not work on shoring if you feel dizzy, unsteady in any way or are impaired in any way by drugs or any other substances.
- L. DO NOT USE SHORING SYSTEMS for fall protection unless designed for this purpose by a qualified person.
- M. FORMWORK AND SHORING SYSTEMS SHALL BE STABILIZED due to forces imposed by the wind and other factors, including uplift and overturning.

II. GUIDELINES FOR ERECTION AND USE OF SHORING

- A. PROVIDE AND MAINTAIN A SOLID FOUNDATION. The sills shall be sound, rigid and capable of carrying the maximum intended load without settling or moving. The supporting surface shall be a firm foundation capable of sustaining the transmitted load.
- B. ALWAYS USE BASE PLATES. When sills are used, base plates must be fully supported by the sills.
- C. DO NOT USE UNSTABLE MATERIALS TO ADJUST for uneven base conditions. Use screw jacks or adjustable components within the recommended extension for the design load.
- D. PLUMB AND LEVEL ALL SHORING FRAMES as the erection proceeds. DO NOT force braces on frames; level the shoring towers until proper fit can be made. Maintain all shoring towers plumb and level.
- E. MAINTAIN THE FRAME SPACING AND TOWER HEIGHT as shown on the shoring drawings. Where job site conditions require deviations from the shoring drawing, consult a qualified person.
- F. IF MOTORIZED EQUIPMENT is to be supported by the shoring, be sure the shoring system has been designed for this purpose.

- G. USE CAUTION WHEN ERECTING FREE-STANDING TOWERS. Ensure stability by guying, bracing, or other adequate means.
- H. GIVE SPECIAL CONSIDERATION TO TEMPORARY LOADING. Areas where re-bar, material or other equipment is to be stored temporarily may need to be strengthened to adequately support those loads.
- I. DO NOT CLIMB CROSSBRACES. Use proper access.
- J. USE SPECIAL PRECAUTIONS when shoring from or to sloped surfaces.
- L. SHORING LOADS ARE TYPICALLY INTENDED TO BE CARRIED BY VERTICAL LEGS. Do not apply loads to horizontal frame members that are not designed for that purpose.
- M. AVOID OFFSET LOADS on U-Heads, top plates and similar members.

III. GUIDELINES FOR DISMANTLING SHORING

- A. DO NOT REMOVE BRACES OR release shoring load until proper authority is given.
- B. USE CARE NOT TO STOCKPILE DISMANTLED equipment on partially cured suspended concrete slabs.
- C. USE PROPER ACCESS in the dismantling process.
- D. UTILIZE FALL PROTECTION WHEN REQUIRED.
- E. LOWER SHORING COMPONENTS in a safe manner. Do not drop or throw components as this could result in injury to personnel or damage to equipment.

IV. RESHORING - Reshoring is one of the most critical operations in concrete construction; therefore, the reshoring design and procedure must be prepared by a qualified person and submitted to the engineer of record.

Since field conditions vary and are beyond the control of the SAIA, safe and proper use of frame shoring is the sole responsibility of the user.

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