

UTILITY SCAFFOLDING PROGRAM PROCEDURE

The University of Notre Dame (UND) Utilities Department frequently erects scaffolding as part of its work or on behalf of contractors working within the Power Plant. Contractors choosing to use scaffolding erected by Utilities Department personnel may do so if they accept the terms of this procedure. Before any work is to be performed it shall be the Contractors responsibility to verify that said scaffolding is fit for the purpose of their intended use. As part of this program the following procedures must be followed:

1. I hereby confirm that my Employer has on file with the Notre Dame Department of Risk Management and Safety a current University of Notre Dame Standard Insurance Requirements and Indemnification Agreement for Outside Contractors.
2. I hereby confirm that myself and any other members of my firm that will be using scaffolding erected by the University of Notre Dame Utilities Department have read and are familiar with the Utilities Department Scaffolding Program and that I will follow this program as well as all other relevant OSHA or other regulatory requirements regarding safe work practices and in particular OSHA Standards for General Industry, Scaffolding Safety Requirements 1910.28 and/or OSHA Standards for Construction Industry 1926.451 as applicable.
3. All scaffolding use requests must be approved by those assigned said responsibility within the Utilities Department. A Contractor's representative shall request and sign a Scaffolding Use Request Form (SURF) from an authorized representative of the Utilities Department.
4. The contractor requesting use of the scaffolding must inspect and verify to their own satisfaction that the scaffolding that they intend to use meets all pertinent safety requirements prior to use of said scaffold. Hence said contractor assumes all responsibility and liability for the use and condition of the scaffolding while being used by its employees.
5. In cases of shared use by both the Utilities Department and a contractor the Utilities Department use shall not relieve the contractor of any responsibility or liability.
6. In cases where multiple contractors, subcontractors or agents request use of the same scaffolding, each party must make its own request, inspections and complete all program paperwork
7. Failure to properly follow the Scaffolding Program prior to performing work may result in damage to utilities, personal injuries (including death) and property damage. By working on the University of Notre Dame campus, you knowingly and voluntarily assume all risk of injury, property damage and liability for any and all costs associated with any service interruption and restoration, as well as for any claims, demands, actions, causes of action, damage(s), expense, cost or judgment(s) arising out of personal injuries or property damage resulting from your work on Notre Dame Property.
8. Contractors by signing hereto will be permitted to use scaffolding erected by Utilities Personnel during the calendar year this document is executed. Contractors must sign and maintain on file with the Utilities Department a copy of this document.
9. No work may begin prior to the completion of the Scaffolding Program procedures.
10. The Administrative Group of the Utilities Department will maintain a copy of the Scaffolding Program paperwork. Said information shall be available for access by all authorized and affected persons upon request.

I hereby acknowledge that as a requestor of the use of Scaffolding erected by Utilities Department personnel that my firm and all its affected employees have reviewed the University of Notre Dame Scaffolding Program and fully understand and will comply with all stated requirements.

FIRM: _____

NAME: _____

SIGNATURE: _____

DATE: _____

University of Notre Dame
Utilities Department
Scaffolding Use Request Form (SURF)

Date: _____

SURF Number: _____

REQUEST SECTION:

General Information:

Authorized Requestor		Date	
Representing		Contact Info	
UND Contact			

Purpose of Request: _____

APPROVAL SECTION:

Function	Name	Signature	Date
Approved By			

ACCEPTANCE SECTION:

Function	Name	Signature	Date
Requestor			