

**Acro Building Systems
Pump Jack System User Guide**

- Model #10100 – Pump Jack
- Model #10110 – Brace
- Model #10120 – Guardrail Holder
- Model #10130 – Work Bench
- Model #10135 – Pole Anchor

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Warning: Failure to follow instructions for the use of this product can result in serious personal injury.

Pump Jack System Instructions:

General: 1) Always erect and use in accordance with local, state and federal OSHA regulations. 2) Not an anchor point. 3) Scaffolding and guardrails are meant for use by experienced tradesmen having full knowledge in its use. 4) OSHA regulations require that employer provide training in the use and care of this product.

CAPACITY: PUMP JACK SCAFFOLDING SHOULD NOT CARRY MORE THAN TWO PEOPLE OR 500 POUNDS BETWEEN ANY TWO POLES. This capacity considers a 4:1 safety factor as required by OSHA when installed and used in accordance with the instructions.

Choosing a Walk Plank:

Wood walk planks shall be made of Scaffold Grade or equivalent lumber. When fabricated from 2-inch full thickness, undressed lumber the maximum span between supports shall not exceed 9 feet. When fabricated from 2-inch nominal thickness lumber the maximum span between supports shall not exceed 7 feet. Aluminum walk planks must have been manufactured for that purpose and shall not exceed 24 feet in length. The maximum span between supports shall not exceed 11 feet. Aluminum walk planks longer than 12 feet and less than 24 feet must always be supported in the middle of the platform with a pumpjack in addition to one at each end.

Fabricating Pump Jack Poles:

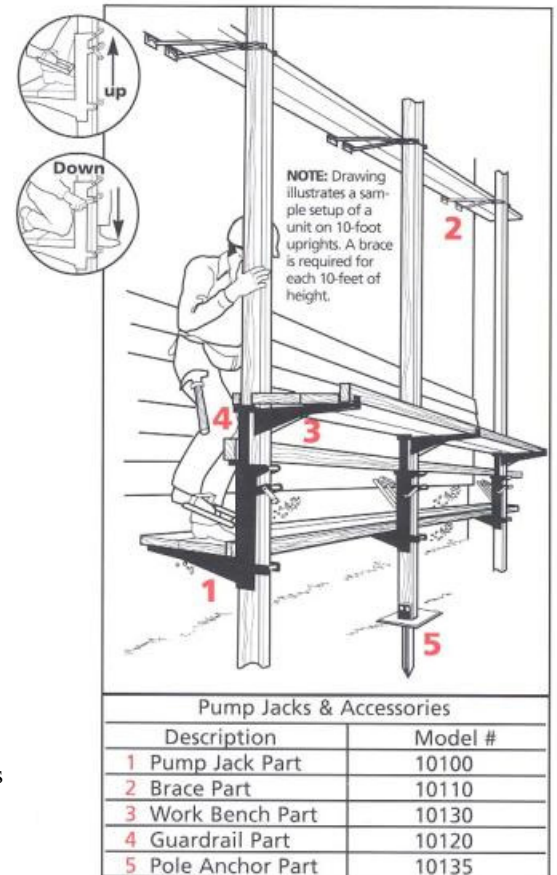
Wood poles should be made of clear straight-grained fir wood, free from all knots or defects. Poles must consist of two 2x4's that measure 1 1/2" x 3 1/2" nailed together with 10d common nails. All nails should be spaced 12 inches center-to-center, staggered uniformly from opposite outside edges. The two 2x4's should provide a finished pole 3" x 3 1/2". Splices may be used to extend the pole to a maximum height of 30 feet. The 2x 4's must overlap a minimum of 3 feet and nails should be spaced a minimum of 6 inches center to center for a distance of 18 inches on each side of the splice. Mending plates shall be installed at all splices so as to develop the full strength of the member. Counter-sink all nails.

Setting the Pump Jack Poles:

1) Space poles uniformly not more than 7 feet on center when using 2 inch thick nominal walk planks, 9 feet on center when using 2 inch undressed lumber or 11 feet on center when using aluminum walk planks. Always support aluminum walk planks longer than 12 feet at both ends and in the middle of the walk platform. Poles shall not exceed 30 feet in height. 2) Attach a brace at the top and bottom of each pole by loosening the wing nut on the brace's clamping mechanism and sliding the clamping plates over the wood pole so that the pole's seam faces the carriage bolt. Then tighten at the desired height. Nail clamp to pole. 3) Position the poles along the work wall and secure in place. The round bar of the brace should be fastened to the work wall at right angle to the walk plank. The angle bar of the brace is then fastened to the right or left as desired. Space between the brace arms is 32 inches, enabling installation on studs 16 inches apart. The seam of the pole must face the work wall. 4) All poles must bear on a firm foundation or mudsill. Install a pole anchor, then insert pole and secure in place. Or, using a 2"x10" square piece of lumber remove enough dirt to insert board creating a firm level foundation. Secure pole in place by blocking all four sides with 2x4's and nailing in place. 5) Install triangular steel bracing at the bottom of the pole to prevent movement. 6) Additional pump jack braces must be installed vertically along each pole no more than 10 feet apart.

Installing Pump Jack, Workbench, Guardrail and Walk Planks:

Pump Jack: Attach the pump jack to the pole with the platform arm facing the work wall by removing the round pin and roller, crank and square pedal. Place the pump jack over the pole and reconnect parts. Secure all parts by inserting cotter pins and bending one leg 90 degrees. Open pump jack by fully extending the platform arm. **Walk Planks:** Place walk plank onto platform arm. All scaffold planks must rest securely onto the platform arm and extend no less than 6 inches and no more than 12 inches over the support arm. When overlapping of platforms is required there must be a minimum of 12 inches of overlap. The support arm must be centered



between the overlapping walk planks and be secured from movement. The platform arm should be fully decked. See directions on Choosing A Walk Plank for additional requirements. Workbench, Guardrail: Install guardrails (a top-rail and mid-rail) by using a guardrail holder or workbench/guardrail combo. Install toe boards and end-rails in compliance with regulations. General Requirements: When appropriate guarding can not be accomplished, a fall protection system must be used for each worker on the pump jack system. There should never be more than two people on the pump jack system between any two pump jack poles. Pump Jack scaffolding must not be used above 30 feet. Only one walk plank shall be supported between any two pump jack poles. An access ladder or equivalent safe access to the work platform must be provided. The employer must provide appropriate training on the setup and safe use of this product.

Instructions on Use:

To raise the pump jack platform: 1) Stand on walk plank with the jack and pole in front of you, lock the crank by sliding the crank handle to the right or left until the square rod is seated into the square hole. 2) Place your foot in the stirrup and pump slowly until the platform is raised approximately 1 foot. 3) Repeat this procedure to the other pump jacks. Always keep the walk plank level. 4) IMPORTANT – Raise the stirrup to the “up” position when desired height is reached. To lower the pump jack platform: 1) With your back to the work wall, face the pole and raise the stirrup to the “up” position. 2) Unlock the crank by sliding the handle to the right or left until it turns freely. 3) With one hand holding onto the pole and the other firmly gripping the crank handle, place one foot on the square pedal of the lower lock press down and hold open. 4) Turn crank to lower platform approximately one foot. 5) Repeat procedure with the other pump jacks. Always keep work surface level. 6) IMPORTANT – Raise the stirrup to the “up” position when desired height is reached. To pass a pump jack brace: 1) When passing a pump jack brace that is already installed, an extra brace should be installed approximately 4 feet above the one to be passed until the original brace is reinstalled. 2) Remove the nails holding the original pump jack brace to the pole along with the wing nut and carriage bolt. 3) Let the brace arms swing down and away from the pole. Do not remove brace from wall. 4) Move platform and reinstall brace.

Care and Maintenance:

Inspect all pump jack equipment including the pump jack pole before and after each use to be sure that there is no damage, deformation or deterioration due to rusting or extensive use to any of the equipment’s components. 2) Pay special attention to the pump jack poles to insure that they are in good condition at all times. If any splitting or deterioration takes place discard at once. 3) Do not throw or drop from building or onto a truck any of the pump jack equipment. Always handle with care. 4) Do not use equipment if it has been exposed to extreme heat or cold, discard at once. 5) Do not use equipment if wet or frozen. 6) Federal regulations require the user to have knowledge of all regulations that apply to the use and care of this product and that the employer provides training.

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Acro Building Systems Inc.
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