



## SAFE WORK PROCEDURES

### REMOVING A RESIDENTIAL GARAGE DOOR

Tools / Equipment Required	Materials Required
<ul style="list-style-type: none"> <li>➤ Step ladders</li> <li>➤ Hand Tools</li> <li>➤ Power Tools</li> </ul>	<ul style="list-style-type: none"> <li>➤ An existing garage Door to remove</li> </ul>
Personnel Protective Equipment	Applicable Safe Work Practices
<ul style="list-style-type: none"> <li>➤ Hardhat</li> <li>➤ Safety Glasses</li> <li>➤ Steel-toed Boots</li> <li>➤ Harness / Lanyard</li> <li>➤ Gloves</li> <li>➤ Earplugs</li> </ul>	<ul style="list-style-type: none"> <li>➤ Fall Protection</li> <li>➤ Step Ladders</li> <li>➤ Defective Tools</li> <li>➤ Extension Cords</li> <li>➤ Drills</li> <li>➤ Manual lifting</li> </ul>

#### Recommended Safe Job Procedures

1. Bring tools and equipment into garage, but do not set in main traffic.
  - a. Inspect spring plugs, for cracks and chips, insert winding pin into winding plug, making sure it goes all the way into the plug. Make sure to keep your face out of the way.
  - b. With firm grip on winding pin, undo setscrews, making sure wrench does not slip off setscrew.
  - c. Remove tension 1-1/4 at a time, until all tension is removed.
  - d. Repeat steps 1.a, 1.b, and 1.c if there's more than one (1) torsion spring.
2. Remove cables from drums, watch for wickers and frays in cables. Gloves may be required.
  - a. Remove end-bearing plates. The use of an impact wrench when possible will reduce hand injuries.
3. Remove fasteners from flag angle, and track splice plate, rest curved end on floor.
  - a. Unfasten horizontal track from back track hanging, using firm grip on track, and rest on ground.
4. Set up stepladder to remove bottom fastener from center bearing plate. **-Confirm Spring tension has been fully removed.**
  - a. Using good footing on the stepladder, rest head shaft on curve rail, using one hand to support head shaft, and the other to remove remaining fastener(s).
  - b. Lower head shaft assembly to the ground, and set out of the way.
5. Unfasten the tops off all hinges, cleaning up all fasteners on an ongoing basis.
  - a. Use hammer or pry bar, to flip the tops of all hinges down. Watch for pinch points.
6. Using proper manual lifting techniques, and with a good grip, remove top section, and set out of the way.
7. Remove fasteners from flag angle on horizontal track rail, and splice plate, and rest curved end of track on the ground.
  - a. Unfasten horizontal track from back track hanging, with firm grip on track, lower back end of track and set out of way.
8. Unfasten and remove sidetrack, on the same side that curve was already removed and set out of way.
  - a. It may be necessary to brace sections from falling in.
  - b. Using proper manual lifting techniques, un-stack remaining sections, and set them off to the side.



## **SAFE WORK PROCEDURES**

### **REMOVING A RESIDENTIAL GARAGE DOOR (CONTINUED)**

9. Once all sections have been removed, immediately load on to truck. Use gloves.
  - a. Clean up on an ongoing basis.
10. Unfasten remaining back track from flag assembly.
  - a. Unfasten horizontal track from hanging.
11. Unfasten sidetrack, load into truck. Tie down load.
12. Remove old stops keeping an eye on falling fasteners,
  - a. Clean jobsite.