

**SCAFFOLDING / WORK PLATFORM  
ERECTOR & DISMANTLER CHECKLIST**

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**Instructions:**

Use the checklist below to inspect scaffold components prior to initiating erection / dismantling.

*Note – This checklist applies to supported scaffolds.*

**Erector / Dismantler Checklist:**

Inspector's Name (print): \_\_\_\_\_ Date: \_\_\_\_\_ Choose an answer for each statement with: Yes - No - N/A

Scaffold has been designed by a Qualified Person (QP)	
Erectors and dismantlers have been trained by a Competent Person (CP)	
Scaffold is erected, moved, dismantled or altered under the supervision of a CP	
A CP has determined the means of access / egress to the scaffold	
A CP determines feasible safe access at each stage of erection / dismantling	
Hook-on or attachable ladders and/or stair cases are installed as soon as possible	
Bottom step of access ladders is no more than 24" above or below scaffold support level	
Cross bracing is not used as a means of access / egress to the platform	
Erectors / dismantlers used fall protection systems when feasible (determined by CP)	
Scaffold is built from the bottom up and dismantled from the top down	
Poles, legs, posts, frames and uprights bear on base plates	
Scaffold is secured to the structure during erection / dismantling	
Ties to the structure are installed as soon as the scaffold is completed in each tie-in area	
Ties are removed only as dismantling activities progress downward	
Scaffolds which exceed the 4-to-1 base / height ratio are prevented from tipping	
Scaffold components from different manufacturers are not used unless they fit together easily and do not affect the scaffold's integrity ( QP approval required)	
Damaged scaffold components are removed from service and replaced until repaired	
Scaffold is free from corrosion, bends, kinks, excessive dirt / mud / concrete	
Platforms are secure so they can't slip from supports	
The end of each abutted plank on a long platform rests on a separate support	
Planks overlapped to make a long platform overlap at least 12 inches over the supports	
Structural members are not removed below the level being dismantled	