

**SCAFFOLD / WORK PLATFORM
INSPECTION CHECKLIST**

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Instructions:

Use the checklist below to inspect scaffold / work platform components before / during use as well as anytime a change in conditions could affect the scaffold / work platform integrity.

Note – This checklist is not intended to be all-inclusive and should be used as a general guideline when inspecting scaffolds / work platforms. The Competent Person (CP) is responsible to inspect each scaffold / work platform according to manufacturer specific guidelines.

Scaffold / Work platform Inspection Checklist:

Inspector (CP) Name (print): Date:

Answer each statement below with: Yes - No - n/a

Maximum Load Capacity has been communicated to all affected employees	
Employees who use the scaffold / platform are considered authorized and have been trained	
Is the scaffold plumb, square and level	
Are working platforms fully planked (with less than 1" spaces between planks and uprights)	
Are all working platforms at least 18" wide	
Planks overlap upright supports (minimum 12" of overlap). Overhang minimum of 6" unless otherwise secured	
Planks are scaffold grade or equivalent	
Planks are in good condition (no splits, cracks, cuts, or other damage)	
Scaffold has all required guardrails and toe boards	
Open sides of scaffold are 14 inches or less from the front face of work	
Poles, legs, posts, frames and uprights bear on base plates and mudsills	
A 4:1 (height to width) or less is maintained (if no, see below)	
Scaffold is properly guyed/tied/braced to structure	
Occupied scaffolds are prohibited from movement	
Clearance from overhead hazards / power lines is maintained (10 feet minimum)	
Scaffold work surfaces are free from slip, trip and fall hazards	
Scaffold is kept free from debris	
Bottom rung of ladder is no more that 24 inches above the supporting surface	
Ladder(s) are secured to scaffold at top and bottom (top extending 36" above upper work surface)	
Climbing of cross bracing is prohibited	
Ladders have been positioned as to not tip the scaffold	
Guardrails are installed at a height between 38 and 45 inches	
Midrails have been properly installed	
Fall protection is provided in material loading / unloading areas	
Color coded inspection system has been implemented (red / yellow / green)	
Bystanders and the public have been adequately notified / protected from hazardous conditions	
Stair towers are properly installed / used on this scaffold	
Uplift pins have been installed on all areas which could experience uplift	

Completed scaffolding / work platform inspection checklists shall be kept on site at all times.

Inspector (CP) signature: