### Scaffold register





COMAPANY NAME

The company takes full responsibility for the safety of the scaffolding entered below and inspections of these scaffolds will be conducted on at least a weekly basis or after adverse weather conditions (as defined by SANS 10085-1:2004) by a qualified, registered and company appointed Scaffold Inspector as required by the Occupational Health and Safety Act 85 of 1993 and South African Nation Standard 10085-1:2004.

TAG NO SCAFFOLD SWL CLASS LOCATION OF SCAFFOLD DATE ERECTED DISMANTLES		=><==	0)4//	1001701101		
	NO	I THE OF	CLASS	LOCATION OF	DATE	DISMANTIED
	110	SCALLOED	CLASS	3CAIT OLD	LKLCTLD	DISMANTEED

## Scaffold inspection checklist for general scaffold designs



**INSPECTOR'S NAME** 

**TAG No** 

DATE

All the items in the "ITEMSTO BE CHECKED" column must be checked by a qualified and company apointed instector before handing scaffold over to workers to access on at least a weekly basis, or after adverse weather conditions as defined by as defined by SANS 10085-1:2004.

Indicate whether each item is constructed to standard (using a tick) or not (using a cross). If irrelevant, write N/A. If not conforming, and revision is required by erectors, mark as "unsafe" below, fill in a detailed non-conformance listing and hand it to the scaffold team leader for correcting. Once all corrections have been made, fill a new inspection checklist, and if the outcome is "safe to use", then file the checklist as proof of compliance.

ITEM CHECKED / INSPECTED	<b>√</b> ×	
GENERAL REQUIREMENTS		
CONSTRUCTED UNDER QUALIFIED SUPERVISION		COMPONENTS INSPECTED FOR DEFECTS
REQUIRED FALL PROTECTION PLAN WAS PREPARED		WEIGHT BEARING REQUIREMENTS WAS KNOWN
AREA WAS ISOLATED DURING CONSTRUCTION		ALL SCAFFOLDING TOOLS WERE AVAILABLE
LOADING REQUIREMENTS		
STANDARDS SPACING SUITS CLASSIFICATION		PERMISSIBLE NUMBER OF WORKING PLATFORMS
FOUNDATIONS		
GROUND IS COMPACTED		SOLE PLATES SUITE GROUND TYPE
PROTECTED FROM WATER EROSION (IF APPLICABLE)		BASE PLATES/JACKS USED UNDER STANDARDS
GROUND TYPE TAKEN INTO CONSIDERATION		JACKS WERE INITIALLY CORRECTLY LOWERED
GROUND WAS LEVELLED (IF APPLICABLE)		FOOT TIE LEVEL CHECKED FOR LEVEL
TIES		
THE STRUCTURE USED TO TIE IN IS SOUND		TIES WILL NOT DAMAGE EXISTING STRUCTURE
THERE IS ENOUGH TIE IN		THE TIES ARE TIGHT AND RIGID
THE TIES ARE CORRECTLY CONSTRUCTED		NO MOVEMENT POSSIBLE
BRACING		
COMPLETE LINES OF RESTRAINT (FACE BRACE)		THE BRACING HAS BEEN CORRECTLY FITTED
THERE ARE SUFFICIENT TYPES OF BRACING USED		PROJECTING POLES PADDED
PLATFORMS		
THE PLATFORMS ARE COMPLETE		TRAPDOORS ARE USED
BOARDS ARE SUFFICIENTLY SUPPORTED		TOE BOARDS ARE USED
THE BOARDS ARE IN GOOD CONDITION		HAND TRAILS ARE INSTALLED
THE BOARDS ARE TIED DOWN		KNEE RAILS ARE INSTALLED
ACCESS		
LADDERS ARE SECURED 900MM ABOVE PLATFORM		LADDER CONDITION AND SECURELY FIXED
FOR CANTILEVER SCAFFOLDING		
DESIGN SKETCH PROVIDED		
SIGNAGE		BUILT ACCORDING TO DESIGN PROVIDED
CORRECT SIGNAGE USED FOR LOCATION		
SIGNAGE CORRECTLY POSITIONED		"UNSAFE – DO NOT USE" SIGN POSTED

SAFETO USE
FILE THIS FORM
AS RECORD OF COMPLIANCE AND
POST, DATE AND SIGN THE
"SAFETO USE" ON THE SCAFFOLD



**LEADER FOR CORRECTION** 



If maked "SAFE TO USE" then I the inspector, take full and legal responsability for the safety of this scaffold construction.

ĺ	INSPECTOR
ı	<b>SIGNATURE</b>

### Never rush an inspection. Remember: you will be held liable for any oversight!

## Scaffold inspection checklist for tower scaffold designs



**INSPECTOR'S NAME** 

**TAG No** 

DATE

All the items in the "ITEMSTO BE CHECKED" column must be checked by a qualified and company apointed instector before handing scaffold over to workers to access on at least a weekly basis, or after adverse weather conditions as defined by sandlefined by SANS 10085-1:2004.

Indicate whether each item is constructed to standard (using a tick) or not (using a cross). If irrelevant, write N/A. If not conforming, and revision is required by erectors, mark as "unsafe" below, fill in a detailed non-conformance listing and hand it to the scaffold team leader for correcting. Once all corrections have been made, fill a new inspection checklist, and if the outcome is "safe to use", then file the checklist as proof of compliance.

ITEM CHECKED / INSPECTED	*X		*
GENERAL REQUIREMENTS			
CONSTRUCTED UNDER QUALIFIED SUPERVISION		COMPONENTS INSPECTED FOR DEFECTS	
REQUIRED FALL PROTECTION PLAN WAS PREPARED		WEIGHT BEARING REQUIREMENTS WAS KNOWN	
AREA WAS ISOLATED DURING CONSTRUCTION		ALL SCAFFOLDING TOOLS WERE AVAILABLE	
HEIGHT RESTRICTIONS			
LEGISLATED HEIGHT RATIO REPECTED?		IF NOT, IS TIE IN &/OR BUTTRESSING PROVIDED?	
LOADING REQUIREMENTS			
STANDARDS SPACING SUITS CLASSIFICATION			
FOUNDATIONS			
GROUND IS COMPACTED		SOLE PLATES SUITE GROUND TYPE	
PROTECTED FROM WATER EROSION (IF APPLICABLE)		BASE PLATES/JACKS USED UNDER STANDARDS	
GROUND TYPE TAKEN INTO CONSIDERATION		JACKS WERE INITIALLY CORRECTLY LOWERED	
GROUND WAS LEVELLED (IF APPLICABLE)		FOOT TIE LEVEL CHECKED FOR LEVEL	
CASTER WHEELS (IF APPLICABLE)			
SCAFFOLD BUILT ON LEVEL CONCRETE		CORRECT CASTER WHEELS USED	
LADDERS ARE BUILT ON INSIDE OF SCAFFOLD		CASTER WHEELS IN GOOD CONSITION	
WORKERS WILL NOT CLIMB OUTSIDE OF SCAFFOLD		CASTER WHEELS BRAKES LOCK CORRECTLY	
BRACING			
COMPLETE LINES OF RESTRAINT		THERE ARE SUFFICIENT TYPES OF BRACING USED	
THE BRACING HAS BEEN CORRECTLY FITTED			
PLATFORMS			
THE PLATFORMS ARE COMPLETE		TRAPDOORS ARE USED	
BOARDS ARE SUFFICIENTLY SUPPORTED		TOE BOARDS ARE USED	
THE BOARDS ARE IN GOOD CONDITION		HAND TRAILS ARE INSTALLED	
THE BOARDS ARE TIED DOWN		KNEE RAILS ARE INSTALLED	
ACCESS			
LADDERS ARE SECURED 900MM ABOVE PLATFORM		LADDER CONDITION AND SECURELY FIXED	
SIGNAGE			
CORRECT SIGNAGE USED FOR LOCATION		UNSAFE – DO NOT USE" SIGN POSTED	
SIGNAGE CORRECTLY POSITIONED			

### **SAFETO USE**

FILE THIS FORM
AS RECORD OF COMPLIANCE AND
POST, DATE AND SIGN THE
"SAFE TO USE" ON THE SCAFFOLD



### UNSAFE DO NOT USE

COMPLETE A NON-CONFORMANCE FORM AND HAND IT TO THE SCAFFOLD TEAM LEADER FOR CORRECTION



If maked "SAFE TO USE" then I the inspector, take full and legal responsability for the safety of this scaffold construction.

INSPECTOR SIGNATURE	

### Never rush an inspection. Remember: you will be held liable for any oversight!

# Scaffold non-conformance needing correction

**INSPECTOR'S NAME** 



DATE

TAG No

are listed below in terms of Oc	nation that the scaffold structure with cupational Health and Safety Act No. 8	5 of 1993 and the SANS	
these corrections are addressed	e granted access to the structure. Un to my (Legally appointed Scaffold Ins ffold structure remains "Unsafe".		
	ne task of correcting the below liste	ed non-conformances to	the following Scaffold Team
Leader for effectuation:	TIME	TEAM LEADER SIGNATURE	
TEAM LEADER NAME		SIGNATORE	
ITEMS THAT NEED CORE	RECTION	DAT	TEAM LEADER SIGNATURE
Ha	nd over for	'inspec	tion
	rmally hand over the scaffold for re non-conformances to Occupationa TEAM LEADER SIGNATURE		
	lly acknowledge that I have receive n of the scaffold structure can now		notice back the Scaffold Team
	INSPECTOR SIGNATURE		DATE