

Scaffold inspection checklist for general scaffold designs



INSPECTOR'S NAME

TAG No

DATE

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

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

INSPECTOR SIGNATURE

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

SAFE TO USE

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

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