



Scaffold Safety Checklist

Date: M T W Th F S	Inspected by: (Designated Competent Person)		
Location:			
	Yes	No	Comments
Observe the overall scaffold. Does it appear to be constructed properly?			
Is the scaffold resting on a suitable and stable footing?			
Are adequate mudsills being used?			
Are base plates or screw jacks being used? Are the handles of the screw jacks tight?			
Is scaffold plumb and level?			
Is diagonal cross-bracing in place to support legs?			
Are the scaffold frames pinned or bolted?			
Platform planks proper rating – heavy duty rated or scaffold grade lumber, or equivalent?			
Platforms are at least 18 inches wide?			
Platform planks overlapped 6-12 inches or restrained by hooks, cleats or other means at ends?			
Planking is free of damage?			
Are wind clips or other means in place to prevent uplift?			
Are the working level platforms fully planked between guardrails? Are adjacent planks tight?			
Does the planking deflect more than 1/60 when in use or loaded?			
Is the front edge of all platforms no more than 14 inches from the face of the work/structure?			
Are guardrails, mid-rails, end-rails and toe boards in place on all open sides and ends above 6 feet ?			
If no guardrail is in place, is another form of fall protection in place?			
Is falling object protection (i.e. toeboards, screens, area barricades, walkways with overhead protection) provided?			
Is there adequate means of access/egress? Circle: Portable Ladder / Ladder Frame / Stairs / Other			
Is adequate guying, tying or bracing installed where height to base size exceeds 4:1 ratio and every 30 feet in length? (3:1 for rolling scaffolds)			
Is scaffold capable of supporting 4 x the maximum intended load?			
Are platforms free of debris and slip/trip hazards? Only what is needed is maintained on the scaffold?			
The Designated Competent Person is to inspect the scaffold (if in use) prior to the beginning of each work shift and following any incident that could affect the scaffold's structural integrity. *NOTE: This form should be maintained as a record for future reference.			