

## Scaffold Pre-Use Daily Inspection

Location	Project		
Date <span style="background-color: #e0e0e0;">Click to enter date</span>	Time	Scaffold Type	
Inspected By (Competent Person-Scaffolding)			

Site Conditions		Yes	No
1	Has work location been examined before start of work and all appropriate precautions taken? (e.g., checking for overhead objects, falling or tripping hazards, uneven ground)	<input type="checkbox"/>	<input type="checkbox"/>
2	Has the scaffold been set up according to manufacturer's and/or design engineer's instructions?	<input type="checkbox"/>	<input type="checkbox"/>
General Requirements for All Scaffolds		Yes	No
3	Can scaffold components support at least four times their maximum intended load?	<input type="checkbox"/>	<input type="checkbox"/>
4	Is the maximum load capacity of this scaffold known and communicated to all employees?	<input type="checkbox"/>	<input type="checkbox"/>
5	Are all platforms fully planked with scaffold grade planks in good condition and no more than 1" gap between planks?	<input type="checkbox"/>	<input type="checkbox"/>
6	Are platforms at least 18" wide?	<input type="checkbox"/>	<input type="checkbox"/>
7	Are all platform units cleated, restrained by hooks or equivalent means, or extending over the center line of their supports by at least 6"?	<input type="checkbox"/>	<input type="checkbox"/>
8	Are guardrails (toprail, midrail, toeboard, posts) used on all open sides and ends of scaffolds over 6 ft. high?	<input type="checkbox"/>	<input type="checkbox"/>
9	Will the guardrails withstand 200 pounds in a downward or outward direction?	<input type="checkbox"/>	<input type="checkbox"/>
10	Is the front edge of platform less than 14" from face work (if guardrails removed)?	<input type="checkbox"/>	<input type="checkbox"/>
11	If scaffold components of different manufacturers are used, do they fit together without force and has a competent person determined that they are safe for use?	<input type="checkbox"/>	<input type="checkbox"/>
12	Are scaffolds, tools, and materials at least 10 ft. away from energized power lines?	<input type="checkbox"/>	<input type="checkbox"/>
13	Is platform free of clutter, mud, oil, or any tripping hazard?	<input type="checkbox"/>	<input type="checkbox"/>
Supported Scaffolds		Yes	No
14	Has the scaffold been constructed to maintain a safety factor of 4:1 height to base width ratio?	<input type="checkbox"/>	<input type="checkbox"/>
15	If ratio is more than 4:1, are scaffolds secured to a building or structure as required?	<input type="checkbox"/>	<input type="checkbox"/>
16	Is scaffold plumb, square, and level?	<input type="checkbox"/>	<input type="checkbox"/>
17	Have diagonal stiff legs and/or guy wires been installed to support the scaffold towers?	<input type="checkbox"/>	<input type="checkbox"/>
18	Are U-bolts placed over the dead end of the wire, and the saddles placed of the live end of the wire?	<input type="checkbox"/>	<input type="checkbox"/>
19	Is a guy wire installed at a horizontal member that supports the inner and outer legs?	<input type="checkbox"/>	<input type="checkbox"/>
20	Are legs, posts, frames and uprights on base plates attached to mudsills (if on dirt)?	<input type="checkbox"/>	<input type="checkbox"/>
21	Are footings level, sound, rigid, and capable of supporting 4 times the intended load without settling?	<input type="checkbox"/>	<input type="checkbox"/>
22	Are poles, legs, and uprights plumb and securely braced to prevent swaying or displacement?	<input type="checkbox"/>	<input type="checkbox"/>
23	Are scaffold components free of any bends, cracks, holes, rust, welding splatter, pits, broken welds, or non-compatible parts?	<input type="checkbox"/>	<input type="checkbox"/>
24	Unstable objects such as blocks, bricks, buckets, etc. are <b>not</b> used as work platforms or to support scaffolds.	<input type="checkbox"/>	<input type="checkbox"/>
Access		Yes	No
25	Is safe access provided for all scaffold platforms that are more than 2 ft. above or below the point of access?	<input type="checkbox"/>	<input type="checkbox"/>
26	If ladder used, is it securely attached to the scaffold and extends at least 3 ft. above the platform level?	<input type="checkbox"/>	<input type="checkbox"/>
Stairway-type Ladders		Yes	No
27	Is the bottom step no more than 24" above the scaffold supporting level and does the ladder extend 36" above the working platform?	<input type="checkbox"/>	<input type="checkbox"/>
28	Are slip-resistant treads on all steps and landings?	<input type="checkbox"/>	<input type="checkbox"/>
29	Are stair rails consisting of a top-rail and a mid-rail provided on each side of each scaffold stairway?	<input type="checkbox"/>	<input type="checkbox"/>



Enter information electronically in shaded areas, name Word document file, and save to device. Or print document to enter information manually.

Use		Yes	No
31	Have all workers been properly trained by a qualified person?	<input type="checkbox"/>	<input type="checkbox"/>
32	Is scaffolding within rated capacity for loads, materials, workers and weather conditions?	<input type="checkbox"/>	<input type="checkbox"/>
33	Has the scaffold been inspected by a competent person as required?	<input type="checkbox"/>	<input type="checkbox"/>
34	If any piece of scaffold is defective, has it been removed from service and tagged?	<input type="checkbox"/>	<input type="checkbox"/>
Personal Fall Protection		Yes	No
35	Are personal fall protection systems used where guardrails are not feasible?	<input type="checkbox"/>	<input type="checkbox"/>
Falling Object Protection		Yes	No
36	Have toeboards at least 3.5" high been installed to prevent falling objects?	<input type="checkbox"/>	<input type="checkbox"/>
37	Are screens/barriers installed between toeboard and guardrail, if objects taller than toeboards?	<input type="checkbox"/>	<input type="checkbox"/>
38	Is the area below scaffolding designated hard hat only, barricaded and posted with warning signs?	<input type="checkbox"/>	<input type="checkbox"/>
Comments: <a href="#">Click to enter text</a>			