



SAFETY POLICY AND PROCEDURE MANUAL

NUMBER 13.0 – LADDER AND SCAFFOLD SAFETY

ATTACHMENT B – SCAFFOLD INSPECTION CHECKLIST

Number: 13.0

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FACILITY: _____ PROJECT: _____ DATES OF PROJECT: _____

CONTRACTOR (IF APPLICABLE): _____ INSPECTED BY: _____ DATE: _____

ITEM	YES	NO	ACTION / COMMENT
1. Are scaffold components and planking in safe condition for use and is plank graded for scaffold use?			
loadings?			
3. Have competent persons been in charge of erection?			
4. Are sills properly placed and adequate size?			
5. Have screw jacks been used to level and plumb scaffolding instead of unstable objects such as concrete blocks, loose bricks, frame?			
7. Are all scaffold legs braced with braces properly attached?			
8. Is guard railing in place on all open sides and ends above 10' (4' in height if less than 45")?			
9. Has proper access been provided?			
10. Has overhead protection or wire screening been provided where necessary?			
11. Has scaffold been tied to structure at least every 30' in length and 26' in height?			
12. Have freestanding towers been guyed or tied every 26' in height?			
13. Have brackets and accessories been properly placed?			
14. Are all nuts and bolts tightened?			
15. Is scaffold free of makeshift devices or ladders to increase height?			
16. Are working level platforms fully planked between guardrails?			
17. Does plank have minimum 12" overlap and extend 6' beyond supports?			
18. Are toeboards installed properly?			
19. Have hazardous conditions due to powerlines been identified and addressed?			
20. Have personnel been instructed in the safe use of the equipment?			

****Completed Forms Shall be Kept in the Safety Notebook or electronic file at the Facility for two years after the completion of the project****