SAFETY

Scaffold inspection checklist

The competent person's check before each work shift: footing, frame, planking, guardrails and access, with the scaffold's tag status and a sign-off.

How often: **Before each work shift** Who: **Competent person** **About 10 min** **16 items**

Site or area _____ Asset or line _____

Date and time _____ Completed by _____

Before you use it

- OSHA 29 CFR 1926.451(f)(3) requires scaffolds and their components to be inspected for visible defects by a competent person before each work shift, and after anything that could affect the scaffold's structural integrity.
- Under 1926.451(f)(4), a part damaged or weakened below the required strength is repaired or replaced, braced, or taken out of service until it is repaired.
- Adjust the list to the scaffold type, such as supported, mobile or suspended, and use the tag colors your site already uses.

Scaffold

NO.	ITEM	RESULT	NOTES
1	**Scan the scaffold's tag**	☐ Visited	
2	**Location and scaffold type**	_____	

Foundation and structure

NO.	ITEM	RESULT	NOTES
3	**Base plates and mud sills on firm, level ground**	☐ Pass ☐ Fail ☐ N/A	
4	**Uprights plumb; braces and ties in place**	☐ Pass ☐ Fail ☐ N/A	
5	**Couplers, pins and connections secure**	☐ Pass ☐ Fail ☐ N/A	
6	**No bent, cracked or corroded components**	☐ Pass ☐ Fail ☐ N/A	

Working platform and access

NO.	ITEM	RESULT	NOTES
7	**Platform fully planked or decked**	☐ Pass ☐ Fail ☐ N/A	
8	**Planks secured and free of cracks**	☐ Pass ☐ Fail ☐ N/A	
9	**Guardrails, midrails and toeboards on open sides**	☐ Pass ☐ Fail ☐ N/A	
10	**Safe access by ladder, stair or built-in access**	☐ Pass ☐ Fail ☐ N/A	
11	**Clear of debris, ice and loose material**	☐ Pass ☐ Fail ☐ N/A	

Surroundings

NO.	ITEM	RESULT	NOTES
12	**Clearance from power lines kept**	☐ Pass ☐ Fail ☐ N/A	
13	**Area below barricaded where people could be struck**	☐ Pass ☐ Fail ☐ N/A	

Result

NO.	ITEM	RESULT	NOTES
14	**Tag status**	☐ Safe for use ☐ Use with restrictions ☐ Do not use	
15	**Photo of any defect**	☐ Photo taken	
16	**Competent person**	Name _____ Signature _____ Date _____	

Follow-up

For each failed check or reading out of limit: what was found, what was done, and the work order raised for it.

NO.	WHAT WAS FOUND	ACTION OR WORK ORDER	OWNER	DUE

References

- OSHA 29 CFR 1926.451, scaffolds: general requirements
  https://www.osha.gov/laws-regs/regulations/standardnumber/1926/1926.451

Free to use and adapt. To run it on mobile, with checkpoint scans, readings checked against their limits as they are entered, and photos and signatures attached to the check, see vardian.io/templates/scaffold-inspection-checklist.