# Scaffold Inspection Form

## Before Using the Scaffold
- Has this work location been examined before the start of work operations and have all the appropriate precautions been taken?  
  - e.g. checking for: overhead objects, falling or tripping hazards, uneven ground, opening onto a door.
- Will fall protection be required when using this scaffold?
- Has the scaffold been setup according to manufacturer’s instructions?

## General Rules for All Scaffolds
- Scaffold components can support at least four times their maximum intended load.  
- Scaffold is fully planked - No more than 1” gap between planks.
- Platform is at least 18 inches wide (12 inches on pump jacks).
- Guardrails are used or personal fall arrest system is used, if work height is >10 feet.
- Guardrail system:  [ ] Toprail  [ ] Midrail  [ ] Toeboard  [ ] Posts
- Scaffold is 14” or less from face of work, if workers remove front guardrails (18” for plasterers).
- Planks do not extend past the ends of the scaffold frames more than 12 inches.
- Casters are locked before work begins.
- Work platform free of clutter, mud, snow, oil or any tripping hazard.
- Minimum power line clearance (10 feet)
- If the scaffold is defective, has it been removed from service and tagged out?

## General Rules for Supported Scaffolds
- Height to base width ratio is: Less than 4:1 (no guying, ties, or braces required)
- Over 4:1 scaffolds are restrained from tipping by guying, tying, or bracing.
- All scaffold frames and uprights use base plates (mud sills required if on dirt)
- Footings are level, sound, and rigid. No settling has occurred.
- Unstable objects such as blocks, bricks, buckets, etc. are not used as work platforms or to support scaffolds.
- Are riggers secured and installed correctly?

## General Rules for Access
- No more than 2’ step up or down or a 14” step across to get on or off a platform.
- Ladder first rung is not more than 24” above the ground.
- Hook-on and attachable ladders are designed for the scaffold.
- Add-on ladders must have a rung length of at least 11 ½”
- Built in ladders (part of the scaffold frames) must have a rung length of at least 8”.
- Rungs line-up vertically for the entire height of the scaffold.
- Cross braces are not used for climbing up or down from the scaffold.

## Scaffolding Compliance
- Scaffolding is complete and compliant per OSHA Standards and safe to use
- Scaffolding is incomplete. DO NOT USE!

Signature of Competent Person: __________________________ Date: ________________

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