

Scaffold Checklist

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Answers to the following questions will help identify the hazardous conditions involved when working on and around scaffold surfaces.

Requirements for scaffolding erection

	Yes	No
1. Is the scaffolding being erected under the direction of a qualified person?	_____	_____
2. Are all workers involved with (or near) the scaffold wearing their personal protection equipment?	_____	_____
3. Are footings sound and rigid - not set on soft ground, frozen ground (that could melt), or resting on blocks?	_____	_____
4. Is the scaffolding level?	_____	_____
5. Are wheels/casters locked?	_____	_____
6. Is the scaffold able to hold four times its maximum weight?	_____	_____
7. Is the platform complete front to back and side to side, (fully planked or decked, with no gaps greater than 1 inch)?	_____	_____
8. Are guard rails and toe boards in place on all open sides?	_____	_____
9. Are all sections pinned or appropriately secured?	_____	_____
10. Is there a safe way to get on and off the scaffold, such as a ladder, without climbing on crossbars?	_____	_____
11. Is the front face within 14 inches of the work or within 3 feet for outrigger scaffold?	_____	_____
12. Does the scaffold meet electrical safety clearance distances?	_____	_____

Scaffold In Use Requirements

1. Is the scaffold inspected by a qualified person before being put to use? _____
 2. If the scaffold is over 10 foot high, is personal fall protection provided, or are guardrails over 38 inches high? _____
 3. Are hardhats worn by workers on and around the scaffold? _____
 4. Are scaffold loads (including tools and other equipment) kept to a minimum and removed when the scaffold is not in use? _____
 5. Are workers removed from scaffolds during high winds, rain, snow, or inclement weather? _____
 6. Are materials secured prior to moving the scaffold? _____
 7. Are workers removed from the scaffold before they are moved? _____
 8. Are heavy tools, equipment, and supplies hoisted up rather than carried up by hand? _____
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