

Scaffold Inspection Record

Title: _____

Severity: _____ Site: _____

Date / Time: _____ Completed by: _____

General Information

1 Date of inspection *

2 Time of inspection

3 Location *

4 Scaffold identification number or reference

5 Scaffold type

Independent

Birdcage

Mobile tower

Cantilever

Suspended

System scaffold

Other

6 Purpose of scaffold

7 Inspector name *

8 Inspector competency/qualification

Scaffold Details

9 Scaffold contractor/supplier

10 Date scaffold erected

11 Maximum permitted load

12 Number of lifts/levels

13 Approximate height

14 Has the scaffold been altered since last inspection?

Yes

No

N/A

15 Details of alterations

Base and Foundations

16 Are base plates in position and adequate?

Yes

No

N/A

17 Are sole boards provided where required?

Yes

No

N/A

18 Is the ground firm and level?

Yes

No

N/A

19 Are standards plumb and secure?

Yes

No

N/A

20 Comments on base and foundations

Structure and Frame

21 Are all standards undamaged and properly connected?

Yes

No

N/A

22 Are ledgers level and properly secured?

Yes

No

N/A

23 Are transoms fitted correctly and at adequate centres?

Yes

No

N/A

24 Is diagonal bracing adequate and secure?

Yes

No

N/A

25 Are all couplers and fittings tight and in good condition?

Yes

No

N/A

26 Comments on structure

Ties and Anchors

27 Are ties provided at required intervals?

Yes

No

N/A

28 Are ties secure and undamaged?

Yes

No

N/A

29 Are reveal ties or anchor fixings adequate?

Yes

No

N/A

30 Have any ties been removed or displaced?

Yes

No

N/A

31 Comments on ties

Working Platforms

32 Are scaffold boards in good condition with no splits or damage?

Yes

No

N/A

33 Are boards properly supported with no excessive overhang?

Yes

No

N/A

34 Are there any gaps greater than 25mm in the platform?

Yes

No

N/A

35 Is the platform width adequate for the work?

Yes

No

N/A

36 Are boards secured against displacement?

Yes

No

N/A

37 Comments on platforms

Edge Protection

38 Are guard rails fitted at correct height (950mm minimum)?

Yes

No

N/A

39 Are mid rails fitted?

Yes

No

N/A

40 Are toe boards fitted and at least 150mm high?

Yes

No

N/A

41 Is brick guard or debris netting required and fitted?

Yes

No

N/A

42 Are there any gaps in edge protection?

Yes

No

N/A

43 Comments on edge protection

Access

44 Is safe access provided to all working levels?

Yes

No

N/A

45 Are ladders secure and in good condition?

Yes

No

N/A

46 Do ladders extend at least 1m above landing point?

Yes

No

N/A

47 Are internal stairways or ladder bays adequate?

Yes

No

N/A

48 Is access clear and unobstructed?

Yes

No

N/A

49 Comments on access

Loading and Use

50 Is the scaffold free from excessive loading?

Yes

No

N/A

51 Are materials stored safely on the platform?

Yes

No

N/A

52 Is the scaffold being used for its intended purpose?

Yes

No

N/A

53 Are loading signs displayed?

Yes

No

N/A

54 Comments on loading

General Condition

55 Is the scaffold free from damage or defects?

Yes

No

N/A

56 Are all components compatible (no mixed systems)?

Yes

No

N/A

57 Is sheeting or netting secure if fitted?

Yes

No

N/A

58 Is the scaffold clear of overhead hazards (power lines etc)?

Yes

No

N/A

59 Are warning signs and barriers in place where needed?

Yes

No

N/A

60 Is there adequate lighting for the work?

Yes

No

N/A

61 Comments on general condition

Inspection Outcome

62 Overall inspection result *

Pass

Conditional pass (minor issues)

Fail (do not use)

63 Defects identified

64 Remedial actions required

65 Target date for remedial actions

66 Is the scaffold safe for use?

Yes

No

N/A

67 Photos of scaffold or defects

Attach file here

Sign-off

68 Inspector signature *

Signature

69 Scaffold handed back to

70 Recipient signature

Signature

71 Additional comments