

WEEKLY/DAILY SITE SCAFFOLDING CHECKLIST (BASIC)

PROJECT: _____

LOCATION: _____

REVIEWED BY: _____

DATE: _____

Complete new form at set up & start of each week, recheck daily & mark day box. Note problems or changes on attached sheet. Return to the office at completion of job.

M [] T [] W [] T [] F [] S []

ITEMS CHECKED	YES	NO	N/A
Are all open sides of work platforms (greater than 14" from adjoining structure) guard railed?			
Are guardrails at highest work level at 36-45" high?			
Will guard rail system withstand 200 lbs lateral or vertical force?			
Are mid-rails in place?			
Are toe boards in place wherever personnel pass or work below?			
Are barriers or debris nets being used? If so are they tied off to the guardrail system?			
Is there safe access?			
Check off the type of access in use:			
Ladders			
Hook-on/detachable ladders			
Stairway type ladders			
Stair towers			
Ramps/walkways			
Integrated prefabricated scaffold access frames			
Direct access from another surface (closer than 14" horizontally and 24" vertically)			
DETAILS ON SPECIFIC ACCESS TYPES THAT COULD CHANGE FROM DAY TO DAY:			
LADDERS:			
Tied off and in good condition?			
Does it extend three (3) feet above the landing?			
ACCESS PLANKS: At least 18" wide & in good condition & guard railed if over 6 Ft.?			
HOOK-ON/ATTACHABLE HANGING LADDER:			
Positioned so as not to tip the scaffold			
When used on a supported scaffold more than 35 feet high, are rest platforms at 35-foot maximum vertical intervals?			
Ladders are specifically designed for use with the type of scaffold used?			
Extends or has handholds 3 ft above landing?			
Are all free standing scaffolds with a 4 to 1 height to base ratio supported, braced or guyed?			
Is the landing area free of obstructions?			
Are all support legs on base plates or solid footing?			
Are all cross braces in place & secured?			
Are scaffold frame anchors pinned top and bottom at each joint?			
Are scaffold tie-off securely fastened to the supporting structure (max 26 ver. 30 horz)?			
Are scaffolding floor planks overlapped 12" or secured against movement and decks covered full width?			
Is scaffolding properly distanced or protected from overhead power lines?			
Do scaffolds have proper clearance from electrical lines? (SEE CHART ON THE BACK)			