 Docket No:

SCAFFOLD INSPECTION FORM

This scaffold inspection form must reflect the structure at the time of the inspection.

In accessing the scaffold, you must refer to the: Australian Scaffolding Standard - AS/NZS 1576, Guidelines for Scaffolding AS/NZS 4576, State Scaffolding Codes of Practice, State Regulations and the Scaffolding Company design and quotation.

The Scaffold must conform to the aforementioned standards and by directions handed down by an engineered authority on the Scaffold Plan. Where the scaffold does not conform, it is the responsibility of the Site Supervisor to ensure corrective action is proposed to the PC.

|  |  |
| --- | --- |
| Client Details | Scaffold Supplier / Installer Details |
| Client Name:  | Company Name:  |
| Site Name:  | Address:  |
| Site Address:  | Contact Name:  |
| Contact Name:  | Phone:  |
| Phone:  | Email:  |
| Email:  | Website:  |
| Scaffold Location |
| Item | Yes | No | NA | Comments |
| Has sufficient public protection been provided? |[ ] [ ] [ ]   |
| Are there sufficient safe guards against conductive electricity? |[ ] [ ] [ ]   |
| Is there sufficient control over vehicle movement around scaffold? |[ ] [ ] [ ]   |
| Supporting Structure / Foundations |
| Item | Yes | No | NA | Comments |
| Are the sole boards fully supported by the foundation? |[ ] [ ] [ ]   |
| Are the sole boards installed on a level base? |[ ] [ ] [ ]   |
| Are the screwjacks placed centrally on the soleboard? |[ ] [ ] [ ]   |
| Is any part of the Scaffold built from other than the ground? How?Needles [ ]  Spurs [ ]  |[ ] [ ] [ ]   |
| Are needles/spurs installed to design? |[ ] [ ] [ ]   |
| Are Jacks/U-Heads sitting square on footing or support? |[ ] [ ] [ ]   |
| Does the supporting structure have adequate strength? |[ ] [ ] [ ]   |
| Are there measures in place to strengthen the supporting structure? |[ ] [ ] [ ]   |
| Access & Egress |
| Item | Yes | No | NA | Comments |
| Are Stairs installed and secured correctly? |[ ] [ ] [ ]   |
| Are Ladders installed and secured correctly? |[ ] [ ] [ ]   |
| Are accesses clear for use? Has adequate fall protection been installed between structure and scaffold? |[ ] [ ] [ ]   |
| Is there access & egress to all working platforms? |[ ] [ ] [ ]   |
| The Structure |
| Item | Yes | No | NA | Comments |
| Is Scaffold set-out correctly? (distance) |[ ] [ ] [ ]   |
| Is structure square & plumb? |[ ] [ ] [ ]   |
| Are Handrails fitted and secured? |[ ] [ ] [ ]   |
| Does the number of lifts conform to design? |[ ] [ ] [ ]   |
| Is there sufficient bracing? Is to the scaffold plan? |[ ] [ ] [ ]   |
| Do all lifts and hop-ups conform to design? |[ ] [ ] [ ]   |
| Have unauthorised additions, attachments or improvisations to the scaffold been eliminated? |[ ] [ ] [ ]   |
| Are all planks/hop-ups in place? |[ ] [ ] [ ]   |
| Is each bay complete with all fittings? |[ ] [ ] [ ]   |
| Fixed ties / Rakers correctly installed? |[ ] [ ] [ ]   |
| Are wall ties used in the scaffolding? |[ ] [ ] [ ]   |
| Have the tie bolts been torque tested? (if required) |[ ] [ ] [ ]   |
| Are the working lift heights correct? |[ ] [ ] [ ]   |
| Are all kickboards in place? Planks secure? |[ ] [ ] [ ]   |
| Are all mesh guards in place? |[ ] [ ] [ ]   |
| Mesh or Chain & Shade - Does it screen all live bays and is it secured? |[ ] [ ] [ ]   |
| Are overlapping boards secured? |[ ] [ ] [ ]   |
| Are there any undue live weights or loads on scaffold? Are all accesses clear of hazards? |[ ] [ ] [ ]   |
| Is there a maximum load display on loading bays? |[ ] [ ] [ ]   |
| Are specialised scaffold designs erected according to design and SWMS? |[ ] [ ] [ ]   |
| Do all stairs have captive placement? |[ ] [ ] [ ]   |
| Is there sufficient signage or barriers to incomplete scaffold? |[ ] [ ] [ ]   |
| SWMS & Scaffold Plan |
| Item | Yes | No | NA | Comments |
| Are all employees working in accordance with the SWMS and scaffold plan? |[ ] [ ] [ ]   |
| Declaration |
| I declare that the scaffold inspection has been completed in accordance with the Act, Regulations, Code of Practices, Australian Standards and Scaffolding company scaffold plan and Designs; and affirm that this inspection conforms [ ] / does not conform [ ]  with direction. |
| Person Conducting Inspection |
| Print Name: |  | Signature: |  | Date: |  |