

Scaffold Inspection Checklist

A checklist for inspecting scaffolds before each shift.

Foundation and base

- ☐ Confirm the ground is firm, level and capable of supporting the load.
- ☐ Check base plates and mud sills are in place and seated.
- ☐ Verify screw jacks are not over-extended beyond their limit.
- ☐ Confirm the scaffold is plumb and level.
A competent person must judge whether the base and footing are adequate per OSHA 1926 subpart L.
- ☐ Check casters are locked on mobile scaffolds.
- ☐ Verify nothing has undermined or eroded the footing.

Frames and bracing

- ☐ Inspect frames and standards for bends, cracks or corrosion.
- ☐ Confirm cross bracing is fitted and pinned correctly.
- ☐ Check couplers and connections are tight and undamaged.
- ☐ Verify locking pins and clips are engaged at each level.
- ☐ Confirm components are compatible and not mixed improperly.
- ☐ Check the scaffold has not been altered without authorization.

Platforms and planking

- ☐ Confirm platforms are fully planked with no gaps over the limit.
- ☐ Inspect planks for cracks, splits, warping or rot.
- ☐ Verify planks are scaffold-grade and rated for the load.
- ☐ Check planks overlap or are cleated to prevent movement.
- ☐ Confirm platforms are clear of debris, ice and tripping hazards.
- ☐ Verify the platform is not overloaded with materials.

Guardrails and fall protection

- ☐ Confirm top rails are fitted at the required height.
- ☐ Check mid-rails are in place between top rail and platform.
- ☐ Verify toeboards are fitted to prevent falling objects.
- ☐ Confirm fall protection is provided above OSHA trigger heights.
- ☐ Check anchor points for personal fall arrest where used.
- ☐ Verify openings and gaps are guarded or covered.

Access and clearances

- ☐ Confirm safe access such as a ladder or stair tower is provided.
- ☐ Check that workers do not climb cross braces for access.
- ☐ Verify access points are clear and secured.
- ☐ Confirm safe clearance from power lines is maintained.
- ☐ Check overhead protection where work is above.
- ☐ Verify the area below is barricaded where needed.

Ties, stability and records

- ☐ Confirm the scaffold is tied to the structure at required intervals.
- ☐ Check the height-to-base ratio is within safe limits or stabilized.
- ☐ Verify outriggers or stabilizers are fitted where required.
- ☐ Confirm weather and wind conditions are safe for use.
- ☐ Tag the scaffold green, yellow or red per its condition.
- ☐ Record the inspection and competent person, then sign and date.