Scaffold Inspection Checklist

A checklist for inspecting scaffolds before each shift.

Inspected by _____ Date _____

Unit / ID _____ Location _____

Foundation and base	OK	DEFECT	N/A
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	OK	DEFECT	N/A
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	OK	DEFECT	N/A
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	OK	DEFECT	N/A
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	OK	DEFECT	N/A
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	OK	DEFECT	N/A
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.	☐	☐	☐

Notes / defects found

Competent person sign-off

Result — Safe for use (green tag) / Do not use (red tag): _____

Defects reported to (supervisor): _____

Signature: _____