## Scaffold Checklist

<table>
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<tr>
<th>Action Required</th>
<th>Action/Comments</th>
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<tr>
<td>Yes</td>
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1. Are scaffold components and planking in safe condition for use, and is plank graded for scaffold use?  
2. Is the frame spacing and sill size capable of carrying intended loadings?  
3. Have competent persons been in charge of erection?  
4. Are sills properly placed and of adequate size?  
5. Have screw jacks been used to level and plumb scaffold instead of unstable objects such as concrete blocks, loose bricks, etc.?  
6. Are base plates and/or screw jacks in firm contact with sills and frame?  
7. Is scaffold level and plumb?  
8. Are all scaffold legs braced, and with the braces properly attached?  
9. Is guard railing in place on all open sides and ends?  
10. Has proper access been provided?  
11. Has overhead protection of wire screening been provided where necessary?  
12. Has scaffold been tied to structure at least every 30’ in length and 26’ in height? (See rule 14)  
13. Have free standing towers been guyed or tied every 26’ in height? (See rule 16)  
14. Have brackets and accessories been properly placed:  
   - Brackets?  
   - Putlogs?  
   - Tube and Clamp?  
   - All nuts and bolts tightened?  
15. Is scaffold free of makeshift devices or ladders to increase height?  
16. Are working level platforms fully planked between guard rails?  
17. Does the plank have a minimum 12” overlap and extend 6” beyond supports?
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18. Are toe boards installed properly?

19. Have hazardous conditions been provided for:
   - Power lines?
   - Wind Loading?
   - Possible washout of footings?
   - Uplift and overturning moments due to placement of brackets, putlogs, or other causes?

20. Have personnel been instructed in the safe use of the equipment?