**Department of Environmental Health & Safety**

**Occupational Health & Safety Office**

**321 Ryan Street,**

**Essex, Vermont 05452**

SCAFFOLD INSPECTION CHECKLIST

* Include and submit checklist(s) to UVM Project Supervisor(s) and Occupational Health and Safety Office [ohso@uvm.edu](mailto:ohso@uvm.edu).
* To be completed by a competent person.
* If repairs are needed, IMMEDIATELY pull out of service, label “Do Not Use”, and notify your supervisor.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Project Number** | | **Description** | | | | |
| *Click here to enter text.* | | *Click here to enter text.* | | | | |
| **Department** | | **Building** | | | **Location** | |
| *Click here to enter text.* | | *Click here to enter text.* | | | *Click here to enter text.* | |
| **Inspection Completed By (Signature):** | | | | | | **Date:** |
| *Click here to enter text.*  Print Name | | *Click here to enter text.*  Email | | | | *Click here to enter text.*  Phone |
| **Scaffold Type (select all that apply)** | | | | | | |
| Job-Built | Temporary | | Manufactured | Other (specify):  *Click here to enter text.* | | |
| **Scaffold Material (select all that apply)** | | | | | | |
| Wood | Metal | | Rope/Wire | Other (specify):  *Click here to enter text.* | | |

| **Scaffold Inspection Checklist** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Item #** | **Item** | **YES** | **NO** | **N/A** | **NEEDS REPAIR** |
| 1 | Scaffolds were designed by a licensed professional engineer competent in scaffolding |  |  |  |  |
| 2 | Scaffolds were erected under the supervision of a trained and competent person |  |  |  |  |
| 3 | Scaffolds are in good repair and inspected by a competent person prior to use |  |  |  |  |
| 4 | Planking is made of 2 x 10-inch scaffold grade lumber or metal |  |  |  |  |
| 5 | Planking spans no more than 10 feet for light trades (25 pounds per square foot, psf), 8 feet for medium trades (50 psf) or 6 feet for heavy trades (75 psf) |  |  |  |  |
| 6 | Planks overhang supports by 6 (minimum) to 12 inches (maximum) |  |  |  |  |
| 7 | Uprights are plumb (vertical) and securely braced to prevent swaying |  |  |  |  |
| 8 | The scaffold is tied off and secured to a stable structure |  |  |  |  |
| 9 | All open sides above 4 feet have 42-inch high guardrails with a 21-ich midrail |  |  |  |  |
| 10 | Guardrail supports are no more than 8 feet apart |  |  |  |  |
| 11 | All open sides above 10 feet have a 4-inch high toe-board |  |  |  |  |
| 12 | Ladders for access extend 3 feet above the platform and are securely attached |  |  |  |  |
| 13 | No work is performed during windy conditions |  |  |  |  |
| 14 | Other (specify): *Click here to enter text.* |  |  |  |  |
| **Corrective Actions Taken** | |  |  |  |  |
| #*Enter here* | Describe:  *Click here to enter text.* | | | Date: *Click here to enter text.* | |
| #*Enter here* | Describe:  *Click here to enter text.* | | | Date: *Click here to enter text.* | |
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| #*Enter here* | Describe:  *Click here to enter text.* | | | Date: *Click here to enter text.* | |
| Other Comments:  *Click here to enter text.* | | | | | |