



SAFETY THROUGH INNOVATION

**SYSTEM SCAFFOLD – INSTALLATION CHECKLIST** 12/02/17

Construction Company:	
Site Address:	
Installer (name on the Handover Certificate):	
<p><i>Buildsafe Inspection Checklist should be used only by competent individuals. If the Installation does not look or feel structural DO NOT access the Installation, if this is the case the installation needs to be locked out by the principle contractor preventing use/access. If issues are identified with the installation or further information is required please contact Buildsafe to arrange for appropriate measures to be taken.</i></p>	

ITEM		YES	NO
1	Has the system been erected within the electrical “No Go Zones/Exclusion Zones”?		
2	Is the scaffold erected a safe distance away from trenches or excavations?		
3	Is the scaffold platform at the correct height for its intended use?		
<b>CONNECTION / STRUCTURE</b>			
4	Are the clearances between the scaffold platform and adjacent structure 225mm or less?		
5	Are all jacks centered on soleboards?		
6	Are standards plumb throughout the installation?		
7	Are ledgers level throughout the installation?		
8	Are the ties correctly positioned and correctly fixed?		
9	If the scaffold is to be utilised for “Fall Protection” extra support will be required such as ties to the structure, buttress bays or outriggers. Has this been done?		
10	If the bay width is 1200mm the max platform height is 4000mm (2 Lifts) after this the scaffold will require ties to the structure, buttress bays or outriggers. Has this been done?		
11	If scaffold runs onto roof, are 1200mm or 1500mm Soleboards being utilised to span trusses?		
12	If the working platform is above 2 meters have toe boards been installed?		
13	Are the face braces evident?		
14	Are all step ups 500mm or less? If not, has a stop end been installed to eliminate the fall hazard?		
<b>PLATFORMS</b>			
15	If the bay width is 700mm the max platform height is 2000mm (1 Lift) after this the scaffold will require ties to the structure, buttress bays or outriggers. Has this been done?		
16	Is there a safe access and egress point to the system scaffold?		
17	Is the access platform height less than 500mm maximum allowable step up?		



18	If utilised, is the access ladder positioned at an angle between 70° - 80° (4:1 ratio)?		
<b>SIGNAGE</b>			
19.	Has the "Handover Certificate" been positioned at the access point on the Scaffold System?		
20.	Does the "Handover Certificate" outline the load capacity of the Scaffold System?		
21.	Is there a Scaffold build plan inside the Handover Pouch? (Qld only)		
<b>Additional Comments:</b>			
Person Conducting Inspection :			
Date of Inspection :			