	Yes	No	N/A
Documentation:			
Is scaffold plan / drwgs on site up to date and signed off (QLD) If loading bays are in place has this been included in the scaffold design and drwgs available Is a hand over certificate available on site			
Has steel wire mesh/ shade cloth or containment sheeting been provided where members of the public exposed to a risk of falling materials from the scaffolding This should be contained **Steel wire mesh/shade cloth/containment sheeting/signage:**			
Has steel wire mesh/ shade cloth or containment sheeting been provided where workers are exposed to a risk of falling materials from the scaffolding This should be contained **Steel wire mesh/shade cloth/containment sheeting/signage:**			
Where scaffolding is less than 4m was it erected by a competent person Where scaffolding is greater than 4mtrs, to be erected by persons with authority to perform the high risk work (certificate of competency for the relevant scaffold type, or a trainee under training plan etc).			
Are procedures in place to inspect scaffolding every 30 days			
System in place to inspect the scaffolding after trades have used it e.g. form workers, concreters, bricklayers, tilers			
Is a work method statement or appropriate documentation available for the site management of the scaffolding Has the ticketed scaffolder details been provided in the SWMS if trainees on site are they working in accordance to RTO requirements signing off in log books etc			
Is there a system in place to prevent damage from loads suspended from a crane eg: information has been contained in SWMS			
Have trades been inducted on the safe use of the scaffolding			
Supporting structure:			
Is the supporting structure in good condition and adequate strength/has it been assessed by a competent person/ engineers certificate obtained			
Is there a risk of the supporting structure being overloaded from other sources adequately controlled			
Foundation:			
Scaffolding erected on suitable foundation/footings e.g. not adjacent to trenches, excavation, underground services			
Base plates used 150mm x 150mm x 6mm even on hard even surfaces such as steel and concrete			
If on soft ground are sole boards being used to distribute the load evenly e.g. unstable ground, gaps			
Are the sole boards continuous and support at least 2 standards and are minimum 220mm wide This is not industry practice though it would be best practice Eg on sloping ground this does not work			

Is packing used under sole boards suitable e.g. hard wood			
Screw Jacks not to extend more than 600 mm Refer to manufacturer spec as there are various size jacks being used			
Openings in scaffolding e.g. driveways:			
System in place to prevent scaffolding being struck by vehicles and or plant e.g. concrete blocks, guards, fenders, traffic management Has this been allowed in the design and signed off have spurs or ladder beams used in opening			
Steel wire mesh/shade cloth/containment sheeting/signage:			
Has the scaffolding been designed for the additional wind loading where containment sheeting is being used e.g. engineers certificate			
Has the scaffolding been designed for wind loading where signage is being tied to the scaffolding			
Are the sheet fixing ties secured			
Are there any rips or gaps in sheeting			
Is there an engineers certificate for the ties			
Is there a minimum 50mm overlap Are gaps < or = 25mm (QLD)			
Signs on scaffolding – any engineering calculations - wind loading design If loading bays are in place is there signage erected to indicate the WLL			

<table>
<tr><th></th><th>Yes</th><th>No</th><th>N/A</th></tr>
<tr><td>Over head power lines (OHPL):</td><td></td><td></td><td></td></tr>
<tr><td>Is the scaffolding erected close to OHPL</td><td></td><td></td><td></td></tr>
<tr><td>Has the OHPL been de energised</td><td></td><td></td><td></td></tr>
<tr><td>If the OHPL have not been de energised is there a system of work to ensure the scaffolding complies with local requirements during erection, altering, use and dismantling</td><td></td><td></td><td></td></tr>
<tr><td>Mixed components:</td><td></td><td></td><td></td></tr>
<tr><td>Are mixed components being used</td><td></td><td></td><td></td></tr>
<tr><td>Are they compatible</td><td></td><td></td><td></td></tr>
<tr><td>Engineers certificate available if required (QLD COP)</td><td></td><td></td><td></td></tr>
<tr><td>Ties:</td><td></td><td></td><td></td></tr>
<tr><td>Have ties been installed as per manufacturers/suppliers instructions/information and AS/NZS 1576 and Australian Standards</td><td></td><td></td><td></td></tr>
<tr><td>System in place to monitor ties as other trades progress e.g. form workers, bricklaying, tilers etc</td><td></td><td></td><td></td></tr>
<tr><td>System in place to monitor ties as the structure is demolished</td><td></td><td></td><td></td></tr>
<tr><td>Do the ties pick up 2

If ties run off ledgers are clips in place to lock down the wedges this would not be industry practice and should be in the design and signed off by the engineer</td><td></td><td></td><td></td></tr>
<tr><td>Are single leg ties used –is relevant documentation available (engineering Qld)</td><td></td><td></td><td></td></tr>
<tr><td>Have 90^0 fittings been used (swivel fittings not to be used)</td><td></td><td></td><td></td></tr>
<tr><td>Are ties provided (Vertical distance between the supporting surface and the first level of ties shall be not more than three times the least bay width, subject to a maximum of 4m, vertical distance between adjacent level of ties shall not exceed 4m, (AS1576.6 s3.6) every 4m (vertically) in height</td><td></td><td></td><td></td></tr>
<tr><td>(This section changed with introduction of AS/NZS1576.6-2000, scope for application of AS/NZS 1576.3 reduced height of scaffold from 45m to 33m.

The distance between the end of the scaffold and the first tie at any level shall not exceed;
(i) one bay in the case of a scaffold with no return; or
(ii) three bay in the case of a scaffold with a tied return.

Are ties provided as per AS 1576 - Vertical = every 4m
Horizontal =

<table>
<tr><td>Height of scaffolding</td><td>Between ground and 15m</td><td>Between 15m and 30m</td><td>Between 30 and 45m</td></tr>
<tr><td>< 15m</td><td>Every 3rd standard</td><td>-</td><td>-</td></tr>
<tr><td>15m – 30m</td><td>Every 2nd standard</td><td>Every 3rd standard</td><td>-</td></tr>
<tr><td>> 30m</td><td>Every standard</td><td>Every 2nd standard</td><td>Every 3rd standard</td></tr>
</table>
</td><td></td><td></td><td></td></tr>
<tr><td>Where drilled in anchors being used is documentation available on site (QLD COP</td><td></td><td></td><td></td></tr>
</table>

expansion or chemical require testing and proof loaded. 10% of expansion anchors & all chemical anchors)			
Do the ties (Location of ties shall not) obstruct access along the full length of the working and access platforms			
Temporary ladders:			
Are ladders adequately secured at the top and bottom			
Is the ladder in good condition			
Are ladder 1:4 slope			
Is the ladder extended 900- 1000 mm above the landing platform			
Are temporary ladders no > 6m between successive ladder landings			
Platforms (general):			
Are platforms free from obstruction			
Are planks in good condition and a minimum 220mm wide			
Do planks overhang supports by 150-300mm			
Are planks secured as required i.e. where less than 150mm or more than 300mm overlap			
Are loads on any given platform evenly distributed			
Are standards correctly positioned i.e. staggered			
Is the duty of the scaffolding suitable for the task i.e. heavy, medium or light Is the scaffold width appropriate for task being performed e.g.: heavy duty = 5 planks			
Are any of the platform bays being used to stack/store materials e.g. bricks, formwork			
Does the weight of these material exceed the rated working load limit per platform bay			
Is there any materiel etc being stacked/stored above the height of the guardrail			
Is there any signage indicating scaffolding incomplete where required			
Are openings at working platform level covered and secured eg plywood (17mm), planks			
	Yes	**No**	**N/A**
Bracing:			
Has face bracing been provided i.e. longitudinal at no more than 3 bays apart, unless otherwise specified			
Has been provided at the end of the scaffolding i.e. transverse bracing			
Does the bracing extend (from the base of the scaffold to) the full height of the scaffolding (prefabricated scaffold, from the lowest prefabricated point)			
Hop up brackets:			
If hop up brackets are 500mm above or below the working platform has adequate fall prevention been provided (Fitted to the internal face of the scaffold only. Single plank hop-up brackets to be fitted only to the level of the working platform)			
Access:			
Is the access along the working platform - minimum 450mm wide for persons and tools only (2 planks)			
Is the access along the working platform - minimum 675mm wide for persons and materials (3 planks)			
Are incomplete scaffolding platforms etc blocked off and or signs used			
Is there suitable access to and from the working platform eg: from building to scaffold			
Is there safe access between working platform levels during use & for erection and			

dismantling			
Edge protection:			
Is edge protection provided where a person or object could fall (2m or) more 3m domestic QLD			
Handrail, midrail and bottom rail / toe board or brick guard provided			
Where guardrails and toeboards (150mm) only are being used is a suitable infill such as brick guards or infill panels being used			
Are guardrails erected between 900mm and 1100mm (minimum 900mm and no greater than 450mm between rails, QLD) above the platform			
Where brick guards are being used is the mesh aperture no > 50mm x 50mm (25 x 25mm, 50 x 25mm if mesh or 50 x 50 mesh with approved lining. QLD COP)			
Where the gap between scaffolding and (the working face of the (QLD COP)) supporting structure is > 225mm has edge protection been provided			