

High-Rise Scaffold Handover Inspection Checklist

Site / Project	_____	Address	_____
Inspector name	_____	Company	_____
Date	_____	Time	_____

Documentation aid only. Adapt this resource to the site, manufacturer instructions, and applicable local requirements. It does not replace a competent person, professional judgment, legal advice, or a required statutory form.

Inspection checklist

Base and Foundations

☐	Are base plates used under all scaffold posts and are they adequately sized for the load? (OSHA 1926.451(c)(2))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	If the scaffold is erected on soil, are mud sills used and properly sized to distribute the load? (OSHA 1926.451(c)(2))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are footings level, sound, rigid, and capable of carrying the maximum intended load without settling or displacement? (OSHA 1926.451(c)(1))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are all locking pins and mechanisms on adjustable base plates properly engaged and secured?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Assess ground conditions for signs of instability (water pooling, soft soil).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify scaffold is plumb and level within acceptable tolerances (check with a level).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	If mobile, are caster brakes in good working order and engaged when stationary?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	If mobile, are casters locked to prevent movement during use?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Confirm proper installation of diagonal bracing to prevent racking.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

☐	Inspect vertical standards for damage (bends, dents, corrosion).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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Scaffold Structure and Ties

☐	Are scaffold ties installed at the correct vertical and horizontal spacing as per the scaffold design? (OSHA 1926.451(e)(6)(i))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Are scaffold ties properly secured to both the scaffold and the building structure? (OSHA 1926.451(e)(6)(ii))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Inspect ties for any signs of damage or corrosion.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Verify all frame connections are properly secured with appropriate locking devices.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Ensure top rails are installed at the correct height (42 inches +/- 3 inches). (OSHA 1926.451(g)(4)(ii))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Ensure midrails are installed approximately halfway between the top rail and the platform surface. (OSHA 1926.451(g)(4)(iii))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Inspect guardrails for damage (bends, breaks, corrosion).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Are gaps between platform units and the uprights small enough to prevent falls? (OSHA 1926.451(b)(1)(i))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Do platform units overlap properly to prevent tripping hazards?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Inspect platforms for damage (cracks, rot, corrosion).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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Access and Egress

☐	Is safe access provided to all scaffold platforms (ladders, stair towers)? (OSHA 1926.451(e)(1))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Are ladders set at the correct angle (4:1 ratio)?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Do ladders extend at least 3 feet above the landing platform? (OSHA 1926.1053(b)(1))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Are ladders secured to prevent displacement?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	If stair towers are used, are they properly constructed and secured?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Are stair railings installed on stair towers and in good condition?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Is access to and from the scaffold free from obstructions?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are emergency egress routes clearly identified and unobstructed?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect ladder rungs for damage, missing rungs, or slippery conditions.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure ladders are placed on stable and level surfaces.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Fall Protection

☐	Are all workers using appropriate personal fall arrest systems (PFAS) when required? (OSHA 1926.451(g)(1))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect harnesses for damage, wear, and proper fit.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect lanyards for cuts, abrasions, and proper functioning of snap hooks.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are anchorage points adequate and properly rated for fall arrest? (OSHA 1926.502(d)(15))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Is there sufficient fall clearance below the work platform to prevent striking a lower level?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are debris nets installed and properly maintained to catch falling objects?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are 3.5-inch toe boards installed on all open sides and ends of the platform? (OSHA 1926.451(h)(2))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect toe boards for damage or missing sections.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are controlled access zones properly established and enforced?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are warning lines used correctly and at the appropriate distance from the edge?	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Documentation and Tagging

☐	Is a scaffold design available and does it match the erected scaffold? (OSHA 1926.451(d)(1))	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Was the scaffold erected under the supervision of a Competent Person? (OSHA 1926.451(f)(7))	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ Is a valid inspection tag attached to the scaffold, indicating it is safe for use? (OSHA 1926.451(f)(3))	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ Verify the inspection tag has not expired.	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ If a Red Tag is present, ensure the scaffold is not in use and the deficiencies are being addressed.	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ Is the maximum intended load capacity clearly posted on the scaffold? (OSHA 1926.451(f)(8))	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ Are any modifications to the scaffold approved by a Competent Person and documented?	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ Verify that workers using the scaffold have received proper training. (OSHA 1926.454)	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ Are daily scaffold inspection logs being maintained?	☐ Pass ☐ Fail ☐ N/A	Notes: _____
☐ Confirm that all handover documentation is complete and accurate.	☐ Pass ☐ Fail ☐ N/A	Notes: _____

Findings

#	Item	Location	Severity	Action required
1				
2				
3				
4				
5				
6				
7				
8				

Signature

Inspector signature _____

Name _____

Date _____