

Scaffolding inspection report template

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

Inspection items

☐	Base plates and sole boards: condition and level	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Standards (uprights): plumb, spacing, and condition	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ledgers and transoms: secure fixing and spacing	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Guardrails, mid-rails, and toe boards	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Platform boards: condition, gaps, and securing	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ties and anchors: spacing, condition, and attachment	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Access ladders and stairways	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Loading and signage compliance	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Findings

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

Signature

Inspector signature _____

Name _____

Date _____