

Scaffold Inspection Checklist: Weekly and Pre-Use Checks

Frequency
Weekly

Completed by
Competent person

Approved by
Site manager

The checklist
25 checks · 5 sections

INSPECTION DETAILS

Site / project: Scaffold ID or location:
Scaffold type: Working height (m):
Reason for inspection: Date and time:

Documents and marking

- | | | |
|----|---|---|
| 1. | An erection, use and dismantling plan is available for this scaffold
Ref.: [2] | ☐ Pass ☐ Fail ☐ N/A |
| 2. | The periodic inspection by an authorised person is in date
In Türkiye: building scaffolds every 6 months, mobile towers every year,
unless the standard sets another period.
Ref.: [2] | ☐ Pass ☐ Fail ☐ N/A |
| 3. | A sign showing the maximum permitted load is posted where it can be
seen
Ref.: [1] [2] | ☐ Pass ☐ Fail ☐ N/A |

Base, structure and ties

- | | | |
|----|---|---|
| 4. | Ground under the scaffold is level and firm, with no settlement, washout
or excavation nearby CRITICAL
Ref.: [3] [2] | ☐ Pass ☐ Fail ☐ N/A |
| 5. | Every standard sits on a base plate, with sole boards under them on soft
ground CRITICAL
Ref.: [1] [3] | ☐ Pass ☐ Fail ☐ N/A |
| 6. | Standards are plumb and the scaffold shows no visible leaning, bending
or distortion CRITICAL
Ref.: [3] [2] | ☐ Pass ☐ Fail ☐ N/A |

7.	No components are missing, damaged or corroded, and couplers and locking pins are secure CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Ref.: [3]	
8.	Bracing is complete as designed CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Ref.: [3] [2]	
9.	Ties to the building are in place at the planned spacing and none have been removed CRITICAL	☐ Pass ☐ Fail ☐ N/A
	OSHA requires ties, guys or braces once the height-to-base ratio exceeds 4:1.	
	Ref.: [3] [2]	
10.	Mobile tower castors are locked and the tower is not moved with people on it CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Mark N/A for fixed scaffolds.	
	Ref.: [2]	

Working platforms and edge protection

11.	Working platforms are fully decked with no dangerous gaps CRITICAL	☐ Pass ☐ Fail ☐ N/A
	OSHA allows gaps of no more than 1 inch (2.5 cm) between platform units.	
	Ref.: [3] [2]	
12.	Boards and decks are secured, undamaged and rest fully on their supports CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Ref.: [3] [2]	
13.	Platforms are wide enough for the work and for people to pass safely	☐ Pass ☐ Fail ☐ N/A
	Ref.: [2] [3]	
14.	Every open side and end has a top rail and a mid rail CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Türkiye: top rail at least 1 m above the platform. OSHA: 38–45 in (0.97–1.2 m) on newer supported scaffolds.	
	Ref.: [1] [3]	
15.	Toe boards are fitted on every working platform	☐ Pass ☐ Fail ☐ N/A
	Türkiye: at least 15 cm high.	
	Ref.: [1] [3]	
16.	Materials on platforms stay within the posted load and are stacked tidily	☐ Pass ☐ Fail ☐ N/A
	Ref.: [1]	

Access and surroundings

17.	Platforms are reached by a ladder, stair tower or other safe access, not by climbing the frame CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Ref.: [1] [3]	

18.	Any part not ready for use is marked with warning signs and access to it is physically blocked CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Ref.: [2]	
19.	People below are protected from falling objects by barriers, netting or screens	☐ Pass ☐ Fail ☐ N/A
	Ref.: [3]	
20.	The scaffold keeps a safe distance from overhead power lines CRITICAL	☐ Pass ☐ Fail ☐ N/A
	OSHA: at least 10 ft (3 m) from uninsulated lines. Ref.: [3]	
21.	Weather is safe for work, and the scaffold has been re-inspected after any storm, strong wind or earthquake CRITICAL	☐ Pass ☐ Fail ☐ N/A
	Ref.: [1] [3]	

Result

22.	Every defect found has been reported to the site manager	☐ Yes ☐ No ☐ N/A
	Ref.: [1]	
23.	If a critical check failed, the scaffold is marked not for use and its access is blocked CRITICAL	☐ Yes ☐ No ☐ N/A
	Ref.: [1] [3]	
24.	The scaffold is safe for use CRITICAL	☐ Yes ☐ No
	Ref.: [1]	
25.	Notes and defects found	Note: _____

Critical check: if it fails, stop and correct it before work continues.

SIGN-OFF

Competent person (inspector) Name: Signature: Date:	Site manager Name: Signature: Date:
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Legal basis and references

[1] Türkiye: Yapı İşlerinde İş Sağlığı ve Güvenliği Yönetmeliği (Resmî Gazete, 05.10.2013, 28786) — Annex 4, Part II, Scaffolds items 25, 26, 33, 34; Annex 4 (A) item 6 on guardrails.

[2] Türkiye: İş Ekipmanlarının Kullanımında Sağlık ve Güvenlik Şartları Yönetmeliği (Resmî Gazete, 25.04.2013; 23.12.2025 değişikliği dahil) — Annex II 4.3 (scaffold use) and Annex III (periodic inspection: building scaffolds 6 months, mobile towers 1 year; authorised persons).

[3] United States: OSHA 29 CFR 1926.451, General requirements (scaffolds) — (f)(3) inspection before each shift; (f)(4) damaged components; (b) platforms; (c) footing and ties; (e) access; (g) guardrails; (h) falling objects; (f)(6) power lines; (f)(8) weather.



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Version 1 · Updated October 24, 2026 · findrisk.net/checklists/scaffold-inspection-checklist/