

## SCAFFOLD PLAN / CHECKLIST

**NOTE:** *This list of Criteria may not be all inclusive and should be supplemented by other topics unique to a specific situation and circumstances related to the surrounding area. Where Criteria is "not applicable", enter N/A.*

<b>Identify Building or Area location:</b>	
<b>Check ✓</b>	<b>Part I - Plan/Checklist Criteria</b>
<input type="checkbox"/>	The type of work to be performed, the elevation(s) to be reached, and the length of run have been determined.
<input type="checkbox"/>	Scaffold rating based on intended loads has been factored into design/selection, and communicated to the affected workers.(Maximum Intended Load _____ lbs.)
<input type="checkbox"/>	How and where the scaffolding will be secured from tipping/collapse has been determined.
<input type="checkbox"/>	Adequacy of foundation upon which the scaffold will rest has been established.
<input type="checkbox"/>	The potential for Scaffold Erector or User exposure to hazards by the work environment, to include adjacent/co-located work activity and equipment, has been addressed (e.g., overhead obstructions, noise dust, mobile equipment, weather, electrical conductors/power lines, falling/flying objects, lighting).
<input type="checkbox"/>	Use of a drawing or field sketch is determined as a useful tool to document and detail complex scaffolding configurations.
<input type="checkbox"/>	Field walk down is conducted by Requesting Organization and Erecting Organization, to include joint pre-job planning and hazard analysis.
<input type="checkbox"/>	Adequate means of keeping objects from falling from the scaffold have been established. If platform edges will not have toe boards, paneling or screening, explain below.
<b>Comments / Other Criteria Considerations:</b>	
<b>Part II - Scaffold Feasibility Determinations (refer to Appendix A of PRC-PRO-SH-095)</b>	
<input type="checkbox"/>	Competent Person(s) have been assigned.
<input type="checkbox"/>	A technical review has been completed to determine the feasibility of scaffold Erectors/Dismantlers in using fall protection, where installation and use does not create a greater hazard.
<input type="checkbox"/>	A technical review been completed to determine the feasibility of providing a safe means of access for scaffold Erectors/Dismantlers.

\_\_\_\_\_  
Competent Person - EO    Sign & Date

\_\_\_\_\_  
Competent Person - RO    Sign & Date

File with work package / work authorization document