

NRCA Safety Manual
Chapter Twenty Seven:
Scaffolds Checklist



NATIONAL ROOFING CONTRACTORS ASSOCIATION Y **CNA COMMERCIAL INSURANCE**

	Pre-job		
1.	Will this project involve the use of any type of scaffold?	Y	N
2.	Have all employees scheduled to work on the project been trained by a qualified person in scaffold protection systems, the hazards of scaffolds, their proper use and maximum loads?	Y	N
3.	Has training by a competent person been completed for each employee who will erect, dismantle, move, operate, repair, maintain or inspect scaffolding on this project?	Y	N
4.	Will the scaffold be more than 125 feet high?	Y	N
	If so, it must be designed by a registered professional engineer.		
	Job-in-progress		
	<i>General requirements:</i>		
5.	Is fall protection provided for workers on a scaffold who are 10 feet or more above a lower level?	Y	N
6.	Is the scaffold plumb, braced and on a firm foundation?	Y	N
7.	If a scaffold has a height to width ratio of more than 4 to 1, is it restrained with ties, braces or guys?	Y	N
8.	Is proper access provided to the scaffold by, for example, integral or portable ladders or personnel hoists?	Y	N
9.	Is the distance between any part of the scaffold and uninsulated power	Y	N

	lines at least 10 feet?		
10.	Are workers kept off scaffolds if snow, ice or high winds are present?	Y	N
11.	Is debris promptly removed from the scaffold?	Y	N
12.	Has the scaffold been inspected by a competent person prior to the start of the shift?	Y	N
13.	Are scaffold areas barricaded to prevent injury to those below from falling objects?	Y	N
14.	Is some type of falling object protection in place (e.g., toe boards, nets, canopies)?	Y	N
15.	Are employees exposed to the possibility of falling objects protected by hard hats?	Y	N
	<i>Some specific requirements related to scaffold type:</i>		
	<i>Tube frame scaffolds</i>		
16.	Are frames and braces secured by pins?	Y	N
17.	Are working levels fully planked?	Y	N
	<i>Pump jack scaffolds</i>		
18.	Is triangular bracing in place at the top, bottom and elsewhere along the vertical supports?	Y	N
19.	Does each pump jack bracket have two positive gripping mechanisms to help prevent failure or slippage?	Y	N
20.	Are workers protected from falling by personal fall arrest systems or guardrail systems?	Y	N
	<i>Crawling boards (chicken ladders)</i>		
21.	Do crawling boards extend from the ridge to the eave?	Y	N

22.	Are ridge hooks in place to secure the crawling board at the top of the roof?	Y	N
23.	Is the worker also protected from falling by a guardrail system, personal fall arrest system or ¾-inch grabline next to the crawling board?	Y	N
	<i>Ladder Jacks</i>		
24.	Are platforms limited to 20 feet in height?	Y	N
25.	Is bridging to other scaffold platforms prohibited?	Y	N
26.	Are workers protected from falling by personal fall arrest systems?	Y	N
	<i>Aerial Lifts</i>		
27.	Is fall protection in place for workers in the basket?	Y	N
28.	Are load limits posted for the lift and adhered to?	Y	N
29.	Is the use of planks or ladders in the basket prohibited?	Y	N
30.	Unless the equipment is specifically designed for this purpose, are workers removed from the basket prior to moving the lift to another location?	Y	N
	Post-job		
31.	Are workers protected from falling while dismantling the scaffold?	Y	N
32.	Have any damaged scaffold parts been tagged for repair or discarded?	Y	N