[Your company name]

Scaffold Inspection Register

Inspections after erection, every seven days and after events that could affect safety

Project	
Scaffold ref and location	
Scaffold contractor	
Design ref (if designed)	
TW register ref	

Date	Inspection type	Tag status	Ties and bracing	Boards and guardrails	Loading	Access	Defects found	Action taken	Safe to use	Inspected by

Check the clauses, periods and requirements in your own contract and procedures before use. This template is general guidance, not legal advice.

Template from Matthews Roberts | matthewsroberts.com

How to use this register

Scaffolds are inspected by a competent person after erection, at intervals not exceeding seven days and after any event lik
their safety.

Record each inspection and keep the tag on the scaffold up to date.

Where a scaffold is not safe, take it out of use and record the action before it is used again.

Designed scaffolds should also appear on the temporary works register.

Check the clauses, periods and requirements in your own contract and procedures before use. This template is general gu
legal advice.

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