

## Audit/Inspection Checklist

|                   |             |                 |            |                 |     |
|-------------------|-------------|-----------------|------------|-----------------|-----|
| <b>Code Title</b> | Scaffolding | <b>Code No.</b> | OSHJ-GL-03 | <b>Rev. No.</b> | 1.0 |
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| Sr. | Checklist Item  | Clause in the Code   | Acceptable means of compliance   |
|-----|---|--|--|
| 1.  | Is there a risk assessment for activities involving a scaffold?     | 5.1 Risk Assessment  | <ul style="list-style-type: none"> <li>— Check risk assessment</li> </ul>  |
| 2.  | Is the scaffold equipment used as mentioned in the risk assessment? | 5.2: Management of Scaffolding                                       | <ul style="list-style-type: none"> <li>— Visual check of scaffold</li> <li>— copy of risk assessment</li> </ul>  |
| 3.  | Is there drawing or manufacturer's manual for the scaffold erected? | 5.2.2, 5.2.3 :Structural Design of Scaffolding, Principles of Design | <ul style="list-style-type: none"> <li>— Visual check if the scaffold is 10metres or more in height</li> <li>— Any documentation for the scaffold safety design</li> <li>— Check for scaffold engineer/supervisor onsite</li> </ul>                  |
| 4.  | Is the scaffold used comply with COP-04 Work at Height?             | 5.3:Erection of Scaffolding  | <p>Check for:</p> <ul style="list-style-type: none"> <li>— Protective barriers</li> <li>— Use of vest harness</li> <li>— visual inspection of the integrity of scaffold equipment</li> <li>— Visual inspection of warning signs placed at</li> </ul> |

|    |   |                                       |   |
|----|---|---------------------------------------|---|
|    |   |                                       | each potential access point.  |
| 5. | Are there protective measures taken to protect the scaffolders from falling?                  | 5.3.1:Safety of Scaffolders           | <ul style="list-style-type: none"> <li>– Check for adequate working platforms</li> <li>– Check for guard rails</li> <li>Safety nets</li> <li>PPE (Vest harness)</li> </ul>  |
| 6. | Is there a site-specific risk assessment for work conducted near or over water?               | 5.3.1:Safety of Scaffolders           | <ul style="list-style-type: none"> <li>– Check for availability of site specific risk assessment</li> </ul>   |
| 7. | Are there protective measures taken to protect the public during scaffold related activities? | 5.3.2: Safety of Employees and Others | <ul style="list-style-type: none"> <li>– Check for work areas exclusions</li> <li>– Check for signs around the work site</li> <li>– Check for solid barriers in place to prevent the public from access.</li> </ul> |
| 8. | MEWP operators are having valid training certificates   | 6:Training                            | <ul style="list-style-type: none"> <li>– Training certificate record</li> <li>– Training card of the operator</li> </ul>  |
| 9. | Is there an emergency response plan available?  | 7:Emergency Preparedness and Response | <ul style="list-style-type: none"> <li>– Check emergency response plan</li> </ul>   |