

# Rigging Checklist

Customer \_\_\_\_\_ Date \_\_\_\_\_ Rental Contract # \_\_\_\_\_ S6

Job Site \_\_\_\_\_ Serial Numbers \_\_\_\_\_

Competent Person \_\_\_\_\_

Note: The purpose of this check list is to provide useful reminders to a competent person inspecting suspended scaffold rigging and equipment. Always be sure to follow the manufacturer's instructions, SafeWorks guidelines, and any federal, state/provincial, and local regulations that apply. It is required that the competent person complete this form for each stage and every rigging operation BEFORE ANYONE OPERATES the equipment and/or before leaving the job site. The original document must be filed with the associated rental contract, in the branch customer files.

Support Systems	Yes	N/A
The structure is able to support the loads (roof deck, bearing walls etc.).		
Weight is spread out correctly, roof and parapet are protected as needed		
Loose lumber / plywood has been secured against wind conditions		
Suspension points are spaced the same as the hoists / verified by tape measure- Both are spaced @ _____ ft		
Clamps and hooks are seated and tightened correctly		
Outriggers are rated for the application, correct # of counterweights attached		
OBS frames or other beam supports are assembled per manufacturer's / supplier's instructions		
Caster brakes are locked or when required, the wheels are chocked		
All suspension rigging points can support 4 times the hoist capacity		
Tiebacks are properly configured, attached, and tied to adequate anchor point.		
The support equipment is clear of electrical power lines and obstacles that will interfere with the safe operation.		
The wire rope is long enough to reach the bottom of the drop (plus 4 feet for traction hoist or 4 turns on the drum).		
Suspension wire rope is in good condition and suspended correctly.		
Power cord has strain relief at source and at all connections , all edges it passes over are padded		
After load is applied, check that all fittings / fist grips are secure and torqued to specifications		
All loose items have been removed from area and secured		

<b>Suspended Equipment</b>	<b>Yes</b>	<b>N/A</b>
Lifelines are independently tied back to an adequate anchor point and padded to protect from abrasion.		
Lifelines and fall protection equipment have been inspected and are in good condition.		
A safety zone directly below the scaffold has been properly identified.		
Hoist/stirrup and platform connections properly secured with Grade 5 bolts, thread-locking nuts or cotter pins used		
All accessories (platform connections, wall rollers, toe boards, guard rails) of the scaffold have been installed and tightened with the proper hardware. Cotter/hitch pins installed.		
Hoists are in proper operating condition per manufacturer's instructions. The wire rope is reeved properly.		
On drum hoists, check that the rope is terminated at the drum properly, and the wraps are in good order.		
Step down transformers provided on the stage are secured by safety chain to the platform.		
Power cord has strain relief at platform and at all connections.		
The power supplied at the hoist is enough to operate it properly. Power has been checked with an in-line meter, under load. Continuity to ground has been verified.		
The suspended equipment is clear of electrical power lines and obstacles that will interfere with the safe operation.		
Handrails positioned at 42 inches above platform deck		
Toe Boards have been installed on all platform edges.		
Mesh (wire or plastic) has been installed on platform between toe board & top handrail.		
Welding protection has been installed.		
Operators manual attached to each hoist		
Platform has been raised to a suspended position. Re-torque wire rope fittings & check support system.		
<b>Site Specific Requirements</b>	<b>Yes</b>	
Platform has been raised to a suspended position.		
<b>Operator Briefing</b>	<b>Yes</b>	
Proper hoist operation / all features		
Fall protection requirements		
Wire rope inspection		
Electrical hazards / welding hazards & protection		
Check support equipment prior to use		
Load restrictions on platform		
Code of Safe Practices provided to scaffold users		
Indicate the location of all operators manuals		