**Appendix C**

**Hands-On Scaffold Erector Training Checklist**

|  |  |
| --- | --- |
| Trainee Name: | Work Unit: |
| Trainer Name: | Department: |
| Scaffold make and model: | Date: |

**NOTE: Hands-On Scaffold Erector Training must be completed for each type of Scaffold.**

|  |  |  |
| --- | --- | --- |
| **Step** | **Completed Step?** | **Comments** |
| 1. Review manufacturer’s owner’s manual / instructions. |  |  |
| 1. Put on appropriate PPE. Hardhat is required. Gloves as needed. |  |  |
| 1. Inspect all of the scaffold components. |  |  |
| 1. Select a secure foundation on which to erect the scaffold. |  |  |
| 1. Assemble the scaffold according to the manufacturer’s owner’s manual / instructions. |  |  |
| 1. Ensure the scaffold is stable and level. |  |  |
| 1. Ensure safe access onto the scaffold is provided. |  |  |
| 1. Review all items listed in Appendix A of this program with the trainees. |  |  |
| 1. Perform an inspection of the scaffold using Appendix A of this program. |  |  |
| 1. Disassemble scaffold. (This step MUST BE DONE) |  |  |
| 1. Store scaffold in a safe location. |  |  |