

## Swing Stage - Pre-shift Inspection Report

Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 Contractor: \_\_\_\_\_ Inspector's Name \_\_\_\_\_  
 Project: \_\_\_\_\_ Operator's Name \_\_\_\_\_

Make sure that you read, understand and follow the checklist. Also follow the manufacturer's instruction, industry safety guidelines and any ordinances that apply. This inspection is intended to be used as a guideline in the evaluation of constructed suspended work platforms. This procedure is not intended to be a substitute for training, experience and knowledge. All suspended work platforms, by law, must be constructed under the supervision of a competent person, a person who can identify hazards and has the authority to eliminate the hazards.

Familiarize yourself with all applicable codes, standards and regulations, including company rules.

Inspect the overall jobsite for organization, housekeeping, coordination of workers, safety equipment and safety procedures. Observe the erection crew for procedure, fall protection, coordination and organization.

Daily Inspection Checklist	Date Inspected (month)				
	(day)	(day)	(day)	(day)	(day)

### SUPPORT SYSTEM

• Structure is able to support the loads					
• Outrigger is of proper design and correctly assembled					
• All beams, clamps and hooks are correctly tied back					
• Sockets and davits are correctly secured					

### SUSPENSION UNIT

• All parts (rails, rungs, decks, bumper rollers, welds, connection, toeboards/guardrails) of the stage/cage/chair have been checked to make sure that they are safe and will not break or come loose					
• Stirrups or connections and their parts have been checked and are safe					
• Capacity plate showing the maximum load will not be exceeded					
• Stage stirrups are in line with the support systems					

### HOIST COMPONENTS

• Manufacturer's operating instructions have been read and understood					
• Hoist are in proper operating condition					
• Wire rope has been inspected, reeved and is attached properly					
• Wire rope is long enough to reach the ground and is attached correctly to the roof support					
• After load is applied, all fittings have been checked for tightness					
• Power cord has been inspected and secured to platform					
• Power supplied to the platform is enough to operate the hoist(s) properly					
• The hoist(s) is correctly attached to the stirrup					
• Labels on the hoist(s) are legible and have been read					

### FALL ARREST SYSTEM

**NOTE: No person shall enter a stage/cage/chair unless each person has "hooked-up" in a safe manner**

• Each person to use the stage/cage/chair has their own independent fall arrest system					
• Each life line has been totally checked for safe use and is correctly attached at an independent safe anchor point at roof level					
• Roof edge protection has been provided for the life line					
• Each rope grab has been checked for correct operation and installation					
• Each full body harness has been thoroughly checked to make sure that all components are safe					
• Each lanyard has been thoroughly checked for safe condition. All parts are sound and correctly attached to the rope grab. The D-ring is in the centre of the back					
• The size of the boy harness fits correctly and is snug to the body					

### ADDITIONAL CHECKS

• The equipment must be kept clear of exposed electrical lines and equipment					
• The equipment must not be used in bad weather conditions					
• Do not operate if wind speeds exceed 40km/h (25 mph)					
• The total rigging must be checked each time you use or move it					
• Never overload the equipment					
• Immediately report any improper operation to your supervisor					

**REMEMBER: If in doubt, ask.** Always hook-up your safety equipment before you get on the platform.

Comments: \_\_\_\_\_