

CHERRY HILL GLASS

SWING STAGE - PRE-SHIFT INSPECTION REPORT

Date: _____ Time: _____

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)	Needs attention / remarks
	(day) (day) (day) (day) (day)	

SUPPORT SYSTEM

<input type="checkbox"/> Structure is able to support the loads						
<input type="checkbox"/> Outrigger is of proper design and correctly assembled						
<input type="checkbox"/> All beams, clamps and hooks are correctly tied back						
<input type="checkbox"/> Sockets and davits are correctly secured						

SUSPENSION UNIT

<input type="checkbox"/> 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						
<input type="checkbox"/> Stirrups or connections and their parts have been checked and are safe						
<input type="checkbox"/> Capacity plate showing the maximum load will not be exceeded						
<input type="checkbox"/> Stage stirrups are in line with the support systems						

HOIST COMPONENTS

<input type="checkbox"/> Manufacturer's operating instructions have been read and understood						
<input type="checkbox"/> Hoist are in proper operating condition						
<input type="checkbox"/> Wire rope has been inspected, reeved and is attached properly						

<input type="checkbox"/> Wire rope is long enough to reach the ground and is attached correctly to the roof support						
<input type="checkbox"/> After load is applied, all fittings have been checked for tightness						
<input type="checkbox"/> Power cord has been inspected and secured to platform						
<input type="checkbox"/> Power supplied to the platform is enough to operate the hoist(s) properly						
<input type="checkbox"/> The hoist(s) is correctly attached to the stirrup						
<input type="checkbox"/> 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

<input type="checkbox"/> Each person to use the stage/cage/chair has their own independent fall arrest system						
<input type="checkbox"/> Each life line has been totally checked for safe use and is correctly attached at an independent safe anchor point at roof level						
<input type="checkbox"/> Roof edge protection has been provided for the life line						
<input type="checkbox"/> Each rope grab has been checked for correct operation and installation						
<input type="checkbox"/> Each full body harness has been thoroughly checked to make sure that all components are safe						
<input type="checkbox"/> 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						
<input type="checkbox"/> The size of the body harness fits correctly and is snug to the body						

ADDITIONAL CHECKS

<input type="checkbox"/> The equipment must be kept clear of exposed electrical lines and equipment						
<input type="checkbox"/> The equipment must not be used in bad weather conditions						
<input type="checkbox"/> Do not operate if wind speeds exceed 40 km/h (25 mph)						
<input type="checkbox"/> The total rigging must be checked each time you use or move it						
<input type="checkbox"/> Never overload the equipment						
<input type="checkbox"/> 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.

A copy of this inspection report must be emailed to the safety manger weekly at
Mroy@cherryhillglass.com