SCAFFOLD HANDOVER CERTIFICATE

This example handover or inspection certificate may also be used for minor scaffolds.

CLIENT

Client name and ABN

Address

Contact phone

Email

PROJECT DETAILS

Project/reference number

Duty loading

Site address

Maximum number of platforms that can be loaded or worked from

Description and location of area handed over

Size of the scaffold

3 m Bays	2.4 m Bays	1.8 m Bays
1.3 m Bays	0.8 m Bays	Access

Drawings attached   Yes   No

Additional details

Intended use of scaffold

HANDOVER INSPECTION OF SCAFFOLD

The scaffold detailed above has been erected in accordance with the attached drawings, the WHS Regulations and the *General guide for scaffolds and scaffolding work*; is informed by relevant technical standards and is suitable for its intended purpose.

Name

High risk work licence number   Time

Signature

Date (DD/MM/YYYY)

ACCEPTANCE – ON BEHALF OF THE CLIENT

Name   Signature   Date (DD/MM/YYYY)

SCAFFOLD SUPPLIER/ERECTOR

Certificate number

Address

Company name and ABN

Contact phone

Email

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Arrange for scaffold to be inspected at intervals not exceeding 30 days or immediately following an incident which may affect the adequacy of the scaffold. The design registration number for prefabricated scaffolding must be kept readily accessible at all times, for example near the scaffold.

A person with management or control of a suspended, cantilevered, spur, hung or other scaffold from which a person or thing could fall more than 4 metres must receive written confirmation from a competent person that the scaffold has been inspected, completed and is safe for use.

FURTHER INFORMATION

Refer to AS4576-1995 for more information

Call 13 10 50 or see www.safework.nsw.gov.au

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