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**Swing Stage Checklist**

\*Please be advised that the following checklist is to serve as an aid in documentation of inspection by

competent persons only, and should be used in accordance with all Provincial/Federal requirements.\*

Company Name: Date:

Site: Address:

Name of Inspector:

**Checklist:**

|  |  |  |  |
| --- | --- | --- | --- |
| **FALL ARREST** | Yes | No | N/A |
| All personal protection equipment has been inspected and deemed fit for use. |  |  |  |
| Anchorage is certified to date and life lines are attached correctly. |  |  |  |
| Life lines reach stage location, with 6’ of excess on the ground. |  |  |  |
| All lines are softened over any breaking edge or where required. |  |  |  |
| All personnel involved with the support system will utilize fall arrest or restraint during setup. |  |  |  |
| **SUPPORT SYSTEM** |  |  |  |
| All load bearing surfaces are capable of holding associated loads with a safety factor of 4:1. |  |  |  |
| Outriggers, davits, and rigging devices are assembled as per manufacturers instructions. |  |  |  |
| Outrigger beam counter weights are properly secured and weighted adequately for projection. |  |  |  |
| Roof surfaces are adequately protected where the associated loads are distributed. |  |  |  |
| Shackles, fist grips and other terminations are applied correctly and torqued. |  |  |  |
| Tie backs are within 25 degrees or less of rigging devices and secured correctly to the proper anchorage and suspension cable. |  |  |  |
| Spacing of suspension cables are equal to that of the hoists on the swing stage platform. |  |  |  |
| Cables reach stage location and access cable is coiled and hung from the back of the hoist. |  |  |  |
| **Spacing of suspension cables -** |  |  |  |
| **SUSPENSION SYSTEM** |  |  |  |
| **Spacing of hoists -** |  |  |  |
| Hoists are fastened securely with grade 5 bolts and locking nuts to stirrup. |  |  |  |
| Stirrups are correctly connected to the platform. |  |  |  |
| The platform has the correct amount of pins and are correctly fastened. |  |  |  |
| Handrails are 42” high and all other materials are secured to the platform. |  |  |  |
| All lines are properly secured to the work platform including excess cables from hoist coiled. |  |  |  |
| Roller, casters, and accessories are attached and secured correctly to the platform. |  |  |  |
| **Hoist Operations** |  |  |  |
| All functions of the hoist and overspeed brake are in working order. |  |  |  |
| Sky lock passes pull test and all controls function properly. |  |  |  |
| Labels and instructions are present and legible. |  |  |  |
| Emergency decent and stop button function appropriately. |  |  |  |
| The stage is de energized and secured against unauthorized use. |  |  |  |

We, at Vertical Access, believe hazard mitigation is not just about our safety, but about yours and the people around you as well. Please take the time to ensure your equipment is **thoroughly inspected** by competent individuals and that high risk areas are under appropriate control.

**This inspection is required prior to any use of the platform provided to you by Vertical Access.**

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**Equipment Tie-Down Procedure**

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| --- |
| **YES or NO**. Are there anchor points on the structure to properly secure the equipment? |
| If **YES** please describe. |
|  |
| If **NO** please describe. |
|  |

**Fall Protection System**

|  |  |
| --- | --- |
| **Site Address / Building Name** |  |
| **Building Contact** |  |
| Name |  |
| Number |  |
| Email |  |
| **Engineer** |  |
| **Expiry Date for System** |  |
| **Drawings / Fall Protection Plan** Yes or No |  |