



Scaffold Application

Details of Applicant/Erector	Location of Scaffold
Company Name: Contact: Address: Phone: Email:	Address: <div style="background-color: #2e7d32; color: white; padding: 2px;">Estimated period the scaffold will be in use?</div> From _____ To _____
Details of Hirer/Principal Contractor	Purpose of Scaffolding
Company Name: Contact: Address: Phone: Email: The hirer / user of the scaffold has a legal duty to ensure the scaffold is inspected when: <ul style="list-style-type: none"> • It is first erected, • Significantly modified and subsequently weekly. • After any significant alteration/adverse weather • After any event likely to affect its stability 	<input type="checkbox"/> Decoration <input type="checkbox"/> Construction <input type="checkbox"/> Demolition <input type="checkbox"/> Inspection/Access <input type="checkbox"/> Maintenance/Repair <input type="checkbox"/> Other
Details of Person Inspecting Scaffold	Type of access onto Scaffold
Company Name: Contact: Phone: Email:	<input type="checkbox"/> Staircase <input type="checkbox"/> Other <input type="checkbox"/> Internal Ladder <input type="checkbox"/> External Ladder <input type="checkbox"/> Ladder bay

How will the scaffold be tied/secured?	What type of scaffold specification?								
<input type="checkbox"/> Rakers <input type="checkbox"/> Box ties <input type="checkbox"/> Through ties <input type="checkbox"/> Lip ties <input type="checkbox"/> Drilled anchor ties <p>The principal TG20 tie pattern requires one tie for every two bays and two lifts of scaffolding, which equates to one tie for every 16m² of scaffolding for a maximum lift height and bay length of 2.0m.</p>	<input type="checkbox"/> Light duty (3.5 KN) <input type="checkbox"/> Standard (6.1KN) <input type="checkbox"/> Heavy duty (12.2KN) <input type="checkbox"/> Other Please state:								
	Dimensions of proposed scaffolding?								
	<table border="1"> <tr> <td>Board width (i.e. 3/4/5)</td> <td></td> </tr> <tr> <td>No of Bays</td> <td></td> </tr> <tr> <td>No of Lifts</td> <td></td> </tr> <tr> <td>Boarded Lifts</td> <td></td> </tr> </table>	Board width (i.e. 3/4/5)		No of Bays		No of Lifts		Boarded Lifts	
Board width (i.e. 3/4/5)									
No of Bays									
No of Lifts									
Boarded Lifts									
What type of protection will you use?	Will the scaffold include?								
<input type="checkbox"/> Brick Guards <input type="checkbox"/> Additional toe boards <input type="checkbox"/> Debris netting <input type="checkbox"/> Sheeting <input type="checkbox"/> Fan <input type="checkbox"/> Other Please state: <p>For information on Use, Inspection & Maintenance of Lifting Equipment and Accessories for Lifting in Scaffolding see SG9:21 Use, Inspection & Maintenance of Lifting Equipment and Accessories for Lifting in Scaffolding available online at: https://nasc.org.uk/wp-content/uploads/2015/11/NASC_SG9-21-Use-Inspection-Maintenance-of-Lifting-Equipment.pdf</p>	<input type="checkbox"/> Rubbish chute <input type="checkbox"/> Loading bay <input type="checkbox"/> A lifting appliance <input type="checkbox"/> Other Please state: <p>All lifting equipment should be used, examined and inspected in accordance with the requirements of the Lifting Operations and Lifting Equipment Regulations (LOLER) A thorough examination of lifting accessories is required every 6 months.</p>								
What type of scaffolding structure will be constructed?									
<input type="checkbox"/> Independent (Tied) <input type="checkbox"/> Free Standing Tower <input type="checkbox"/> Internal Birdcage <input type="checkbox"/> External Birdcage <input type="checkbox"/> Mobile Tower <input type="checkbox"/> Tied Tower <input type="checkbox"/> Chimneystack <input type="checkbox"/> Lift shaft tower <input type="checkbox"/> Putlog <input type="checkbox"/> Other Please state:									

	Questions	Yes	No	N/A
1.	Has a site meeting taken place between the Hirer/Principal Contractor and the nominated scaffolding contractor?			
2.	Will proper provision be made for pedestrians to pass safely beneath the scaffold?			
3.	Will walkways be maintained for pedestrians to use safely outside of the scaffold?			
4.	Do you have a handover procedure for transferring control of the scaffold from the erector to the user?			
5.	Have you applied for the consent of the Traffic and Highways Services or (in the case of the Harbour areas of St Peter Port and St Sampson, of Guernsey Harbours)?			
6.	Will any street lighting be impacted?			
7.	Will scaffold reduce access to any adjoining properties?			
8.	Will you have a system, such as a scaffolding tag procedure, in place to communicate when a scaffold is not safe for use?			
9.	Are all operatives trained in accordance with SG4:15 Preventing falls in scaffolding operations?			
10.	Have scaffolders received appropriate training relevant to the type and complexity of scaffolding they are working on? (every scaffold gang should contain a competent scaffolder who has received training for the type and complexity of the scaffold to be erected, altered or dismantled)			
11.	Will the scaffold be assembled in conformity with a generally recognised standard configuration (only BS EN 12811-1 2003 is acceptable, as detailed in TG20:21)?			
12.	Do you have a design for a non TG20:21 compliant scaffold?			
13.	Will the scaffold include a temporary roof or canopy? https://nasc.org.uk/wp-content/uploads/2015/11/TG9_18-Guide-to-the-design-and-construction-of-temporary-roofs-and-buildings-2.pdf			
14.	Has the Scaffold been designed to take sheeting/debris netting (or other windsails)?			
15.	Has a scaffold design been issued to hirer/principal contractor for acceptance?			

I declare that I will erect the scaffold as detailed above and in accordance with the agreed traffic management plan and by qualified operatives and any temporary traffic lights or road closures have been applied for under a separate application.

Applicant Name: _____

Date: _____ Signature of Applicant: _____



Data Protection - How we collect and use information

The States of Guernsey Health and Safety Executive processes personal data for the purpose of enforcing Health & Safety at work and associated legislation. The personal data collected will vary depending on your business with us, but will be no more than is required for that legitimate and lawful purpose. We may obtain information about you from third parties for any lawful purpose in accordance with the Data Protection (Bailiwick of Guernsey) Law, 2017 ("DPL"). We may also share your personal data with certain other organisations if the DPL allows us to. All the personal data held by The States of Guernsey Health and Safety Executive will be processed in accordance with the DPL. If you wish to know more about the information we have about you, or about the way we use it, you can check our website page www.gov.gg

SITE PLAN / SITE MAP PERRY'S MAP REFERENCE