

Alloy Tower Inspection Checklist

Company: _____ Supervisor: _____

Make, model and serial No: _____

Operators Name: _____ Week Commencing: _____

Pre-Use Check Sheet for Aluminium Towers	Y	N
Check that you have a copy of the manufacturers instruction manual (MIM) on site and that has been read and understood.		
Check the Risk Assessment document.		
Check that no environmental changes have influenced the safe use of the tower		
Check that all the castors are locked and that castors or base plates are bearing their share of the weight of the tower and the surface they are on is firm and stable.		
Check that all the pad feet of the stabilisers or the castors on the outriggers are bearing their share of the weight of the tower and the surface they are on is firm and stable.		
Check that the wing nut on the stabilisers are fully tightened by gloved hand		
Check that the narrowest side of the footprint is sufficient to support the free standing part of the tower,		
Check that the outriggers are correctly triangulated.		
Check that the tower is vertical in both planes.		
From the ground using the MIM check that all the components are in their correct positions. Climbing the tower progressively:		
Check that the hooks on both end of horizontal braces, diagonals and platform boards are correctly positioned in their opposing positions.		
Check that the mechanisms of the hooks have operated correctly.		
Do the hatches open's easily.		
Check that hatches open towards the outboard side of the tower and that the positioning of the guardrail prevents it being left open.		
Check that the interlocking mechanisms joining spigots to sockets (interlock clips etc.) are in position and are effective.		
If the MIM indicates that the tower should be tied in, check the method of tying in is adequate and at the correct height.		

Comments
<div style="text-align: center; font-size: 48px; opacity: 0.3; font-weight: bold;">SAFETY</div>

Defects:

Weekly inspection comments:

Supervisor Signature: _____ Date: _____
 Operator Signature: _____ Date: _____