

Scaffold tag template

The only part of the paperwork the person climbing this will read. Status first.

Fill in the duty from the compliance sheet or design for this structure. Keep the reference the same as the register — when a tag goes missing, the register is what says what should have been there.

SCAFFOLD REFERENCE	LOCATION	CONTRACTOR
CONTACT NUMBER		

STATUS

Tick one. This is the line somebody reads from the bottom of the ladder.

FIT FOR USE	THIS ONE
RESTRICTED USE — see conditions below	
DO NOT USE	

WHAT THIS SCAFFOLD IS FOR

Copied from the compliance sheet or design. Do not write a duty this scaffold was not built to.

Designed duty, as the design document states it	
Design document reference	
Any lift or bay with a different duty	

CONDITIONS AND RESTRICTIONS

The ones specific to this structure.

LAST INSPECTION

Date of last inspection	
Inspected by	
Next inspection due (date)	

BEFORE YOU ALTER ANYTHING

- Do not alter, add to or partly dismantle this scaffold.
- Do not remove or slacken any tie.
- Do not add sheeting, netting or signage.
- Do not load beyond the duty recorded above.
- Call the number at the top of this tag first.

TAG CONTROL

ISSUED BY	DATE ISSUED
SUPERSEDES TAG DATED	TAG NUMBER