

Initial inspection checklist and record

Contract/ Project title:		Contract number:	
TW type:		TW brief number:	
Inspection version date:		Time:	
Description of TW:			
Section of TW: e.g. specific location, relevant phase information			
This section of TW has been inspected for the following aspects: e.g. compliance with design information, ground conditions, adequacy of foundations, material grades/strengths, lateral stability, fixing details, ties, third party interfaces			
The following areas of non-compliance have been observed: Provide a list and details			
I confirm that:			
The temporary works is fully in compliance with the design information			Yes No
There are changes and/or alterations to the original design (as noted above) and these must be referred back to the designer for acceptance			Yes No
Sign off by person who inspected the temporary works e.g. PCs TWC, TWC, TWS or TW designer			
Signature:		Print:	
		Version date:	
Issued to:			

Record of inspections

Contract/ Project title					Contract number:	
TW type:					TW brief number:	
Inspection of: e.g. scaffold, excavation, falsework, formwork, etc.				Section of TW: e.g. specific location, relevant phase information		
Reference	Date and time	Location and description of item inspected	Observations that may give rise to health and safety risks	Action taken at time of inspection	Further action required	
Inspection carried out by:						
Position:		Signature:		Print:		