**PODIUM INSPECTION CHECKLIST**

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| **Site** |  | **Inspected by** |  | |
| **Location** |  | **Date** |  | |
| **Podium Reference** |  | **Signature** |  | |
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| **Independent Podiums** | | | | **Tick or NA or No** |
| Is the Podium suitable for the intended use? | | | |  |
| Is the Podium erected correctly? | | | |  |
| Has a safe means of access and egress been provided? | | | |  |
| Is there any obvious collision damage to the Podium? | | | |  |
| Are all the Podiums vertical and plumb? | | | |  |
| Are the bases of Podiums set on level ground ? | | | |  |
| Are the handrails set at the correct height ? | | | |  |
| Are all fittings in place and secure? | | | |  |
| Are outriggers fitted? | | | |  |
| Are all outriggers in go condition? | | | |  |
| Does the Podium display a scafftag and has the scaffolding been recorded as being inspected within the last 7 days? | | | |  |
| Is the area around the Podium clean and tidy with no tripping hazards present? | | | |  |
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| **Recommendations / Observations** | | | | |