

Control sheet for working platforms



Control sheet for the inspection of working platforms in accordance with the industrial safety regulation (EU directive 2009/104/EEC).

The industrial safety regulation requires that the responsible entrepreneur before it is handed over and/or after a change/rework to inspect the working platform.

The time intervals for the inspection are based in particular on the frequency of use, the stress during use and the frequency and severity of the defects found in previous tests. It is recommended that the working platform be checked at least once a year.

The result of this inspection must be documented.

Order-no.: _____

Plant/Type: _____

Inventory-no.: _____

Inspection criteria	1. Inspection		2. Inspection		3. Inspection		4. Inspection	
	OK	n. OK	OK	n. OK	OK	n. OK	OK	n. OK
base frame								
deformation / wear								
damage (e.g. cracks)								
support spindles								
strut								
deformation / wear								
damage (e.g. cracks)								
sharp edges / splinters / burrs								
lubrication (mechanical parts)								
railing (if available)								
deformation / wear								
damage (e.g. cracks)								
sharp edges / splinters / burrs								
toe boards								
functionality of the safety door/barrier								
platform								
deformation / wear								
damage (e.g. cracks)								
sharp edges / splinters / burrs								
edge protection / collision protection								
lubrication (mechanical parts)								
additional platform (if available)								
deformation / wear								
fastening								
damage (e.g. cracks)								
sharp edges / splinters / burrs								
functionality								
chassis / outrigger (if available)								
deformation / wear								
damage (e.g. cracks)								
sharp edges / splinters / burrs								
lubrication (mechanical parts)								

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Inspection criteria	1. Inspection		2. Inspection		3. Inspection		4. Inspection	
	OK	n. OK	OK	n. OK	OK	n. OK	OK	n. OK
swivel castors (if available)								
damage / wear								
functionality of the brakes								
functionality of the direction locks								
functionality of the castors								
lubrication (mechanical parts)								
safety devices (if available)								
cover of rotating components								
casings								
sharp edges / splinters / burrs								
height adjustment / cross adjustment / functionality and visual inspection of the components (if available)								
functionality inspection up – down								
functionality inspection out – in								
thread spindle								
work- / safety nut								
brush cover								
bearing								
drive shaft								
bevel wheel								
winch / rack thread								
rope / drive belt								
pulley								
lubrication interval								
electric control / functionality and visual inspection of the components (if available)								
functionality inspection at the control point								
functionality inspection at the control cabinet								
functionality inspection of the emergency stop								
supply line / cabling / plug								
drive motor / linear motor								
limit switch								
hydraulic control / functionality and visual inspection of the components (if available)								
functionality inspection at the control point								
functionality inspection of the emergency lowering								
oil level / oil quality								
cylinder tightness								
hydraulic line / connection								
guide rollers								
limit switch								
access to the working platform (ladder, fixed ladder, stairs, stairladder)								
use the control sheet of the existing access variant								
general								
labeling of the working platform								
warning- and safety informations								
instruction manual / instruction for use								
result								
working platform okay and usable								
working platform blocked / repair required								
working platform blocked / exchange required								
working platform inspected	date							
	name							
	signature							
next inspection	date							