

CERTIFICATE · UNITED KINGDOM · 2026

Scaffolding Handover Certificate

UK scaffolding handover certificate template — TG20:21 / SG4:22 compliance, design reference, weekly inspection regime.

A scaffolding handover certificate is the document that formally transfers a completed scaffold from the scaffolding contractor to the principal contractor or end-user. It records that the scaffold has been erected to the design (a TG20:21 compliance sheet, an SG4:22-compliant assembly, or a bespoke design by a competent designer), that the safe working load matches the intended use, and that it has been inspected and signed off by a competent scaffolder. Without a handover certificate, the user has no formal authority to use the scaffold.

Document structure a reviewer expects

- 1. Site, location and scaffold reference**
Project address, scaffold location (north elevation, plot 14, etc.), unique scaffold reference number.
- 2. Design reference**
TG20:21 compliance sheet (CIS / CISx / eGuide output) OR bespoke design drawing reference and designer's qualifications.
- 3. Erection contractor**
Company name, NASC / Scaffolding Association membership, lead scaffolder's CISRS Advanced card number.
- 4. Duty class and SWL**
Class (1–6) per BS EN 12811-1, distributed load (kN/m²), point load limit, intended use.
- 5. Ties, bracing and stability**
Number and type of ties (drilled in, wedge, eyebolt), bracing pattern, base plates / soleboards, ground bearing.
- 6. Edge protection and platforms**
Guardrails (1100 mm top rail, 470 mm midrail, 150 mm toeboard), platform boarding, gaps ≤ 25 mm.
- 7. Access**
Internal / external ladder access, hatch positions, stair tower for higher loadings or longer durations.
- 8. First-use inspection**
Competent inspector named, inspection date, defects rectified, scaffold tagged (Scafftag or equivalent).
- 9. Conditions of handover**
No alterations except by the erection contractor; weekly inspection by the user; loading not to exceed stated class; immediate notification of any tie or brace removal.

Common reasons reviewers reject this document

- Design reference missing — neither TG20 compliance sheet nor bespoke design drawing cited.
- Duty class stated without distributed load (kN/m²) and point-load limit.
- Lead scaffolder CISRS grade missing or below Advanced for a traditional scaffold.

- Tie pattern not specified — TG20 requires a stated tie spacing and tie type.
- Edge protection dimensions don't match WAHR Schedule 2 (top rail 1100 mm, etc.).
- Weekly inspection regime not transferred to the user — the certificate doesn't say who picks up the 7-day inspection cycle.
- No Scaffold tag or equivalent tagging system to record inspection status.

UK regulation reference

Work at Height Regulations 2005 SI 2005/735

Schedule 3 sets the inspection regime and the requirement for scaffolds to be erected to a generally recognised standard or a bespoke design.

<https://www.legislation.gov.uk/uksi/2005/735/contents/made>

NASC TG20:21 — A comprehensive guide to good practice for tube and fitting scaffolding NASC TG20:21

The UK standard for tube-and-fitting scaffold compliance — the source of the compliance sheets cited on handover certificates.

<https://www.nasc.org.uk/standards-and-publications/tg20/>

NASC SG4:22 — Preventing falls in scaffolding operations NASC SG4:22

The safe-system-of-work standard for the scaffolding industry; governs the erection process.

<https://www.nasc.org.uk/standards-and-publications/sg-guides/>

BS EN 12811-1 — Temporary works equipment, scaffolds BS EN 12811-1

European standard for scaffold performance — the source of the duty classes referenced on handover certificates.

<https://knowledge.bsigroup.com/products/temporary-works-equipment-scaffolds-performance-requirements-and-general-design>

Frequently asked questions

Who can sign a scaffold handover certificate?

A scaffolder competent to inspect — for traditional tube-and-fitting scaffolds, this means CISRS Advanced (Part 2) as a minimum. For system scaffolds, a system-specific inspection card from the manufacturer. The signatory takes professional responsibility for the inspection and is named on the certificate.

How often does the scaffold need to be inspected after handover?

At least every 7 days under WAHR Schedule 3, and additionally after any event likely to have affected stability — high winds, snow loading, vehicle impact, or any alteration. The weekly inspection is the user's responsibility once the handover is signed and is recorded on a separate scaffold inspection register.

What's the difference between TG20:21 and a bespoke design?

TG20:21 is a pre-calculated set of standard scaffold configurations. If your scaffold matches a TG20 compliance sheet (CIS or CISx output, or an eGuide output) you can erect it without a bespoke design. Where the scaffold falls outside TG20 limits (atypical geometry, special loadings, complex tie patterns) a bespoke design by a competent designer is required, and the design drawing / calculation reference is cited on the handover certificate.

Can I store materials on a Class 3 scaffold?

Limited storage only — Class 3 is rated for 2.0 kN/m² distributed load with point loads typically capped at 1.5 kN. Storing pallets of bricks or block requires Class 4 (3.0 kN/m²) or higher. The handover certificate's stated class is the limit; loading beyond it invalidates the design and the handover.

What invalidates a scaffold handover?

Any alteration to the scaffold by anyone other than the original scaffolding contractor; a missed weekly inspection; removal of any tie, brace or guardrail; or loading beyond the stated duty class. Once invalidated, the scaffold must

not be used until re-inspected and re-tagged by a competent scaffolder.

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