



Temporary Stage Checklist

Contractor: _____

Stage Location: _____

Installation Period: _____

General Condition

Inspection Item	Yes/No
1. General Housekeeping in good order.	
2. Fire extinguisher easily accessible.	
3. Floor partitions appropriately secured, braced, and level.	
4. Exits, stairways, and other paths of travel are free of obstruction.	
5. Free of trip hazards (rope, bracing, electrical, nails, etc.).	

Railings

Inspection Item	Yes/No
6. A stairway or ladder is provided where there is a break in elevation of 19 inches or more.	
7. Stage / Stairway less than 30" high Stage/Elevated Platform: No Guardrail Required Stairway: 1 Stair rail Required (see Stair rail definition)	
8. Stage / Stairway Height 30" high or more Stage/Elevated Platform: Guardrail Required (see guardrail definition) Stairway: Stair rail on each unprotected side required (see stair rail definition)	

Stage Components

Inspection Item	Yes/No
9. All components should be examined for signs of wear, deformation, or other damage.	
10. Components are not a mix of products from different manufactures unless approved as such.	
11. Correct alignment of components – no bent, distorted parts.	
12. Fastenings and connections. Suitable coverings of bolts and fittings that project outward.	
13. Where guying is used, ensure it does not cause an obstruction. Stakes should be covered or identified as not to cause a trip hazard.	

Electrical

Inspection Item	Yes/No
14. All wires and cords free from fraying and deteriorating insulation.	
15. Cords are routed neatly to one side of the catwalk or walkways to prevent tripping.	
16. Extra cord is coiled neatly to prevent tripping.	
17. All set lights and overhead lighting have a safety tie / cable.	
18. Lighting is in good working order, and bulbs are guarded from incidental damage.	
19. No piggyback plugs are used.	
20. All electrical leads and electrical equipment are placed in safe locations.	
21. All leads, plugs, etc. are protected from the weather and hazards such as water or other liquids.	
22. Generators (if used) are placed in a safe location and are fenced or sectioned off from the public. Exhaust gas is vented to an open area, not affecting air intakes for HVAC systems.	
23. The stage is grounded for electrical safety, including lighting protection.	
24. Holes through pull boxes or junction boxes which flexible cord passes shall be properly bushed to help protect cables and other items from damage and keep cables securely in place.	
25. Unused openings in cabinets, boxes, and fittings shall be effectively closed.	
26. GFCI protection in place for outdoor setups.	
27. Overhead wires placed above fire department access routes are at a minimum of 13' 6" from the ground to allow emergency vehicles to pass underneath them.	

General Requirements

A stairway or ladder shall be provided where there is a break in elevation of 19 inches or more.

Height	Stage / Elevated Platform / Landings	Stairway
Less than 30" High	No Guardrail Required	One side equipped with Stair rail*
30" or Higher	All sides equipped with Guardrail*, except Audience Side	Stair rails on each unprotected side

*See Definitions for required height and strength requirements.

Definitions

Stairways

Stair rail systems shall follow these requirements:

- The stair rail's top rail shall not be more than 38 inches nor less than 36 inches from the upper surface of the stair rail system to the surface of the tread, in line with the face of the riser at the forward edge of the tread.
- Midrails or equivalent intermediate structural members shall be provided between the top rail of the stair rail system and the stairway steps.
- Handrails and the top rails of stair rail systems shall be capable of withstanding, without failure, a force of at least 200 pounds applied in a downward or outward direction within 2 inches of the top edge, at any point along the top rail.

Stage / Elevated Platforms / Landings

Unprotected sides and edges (except the audience side) **30" high or more** must have standard guardrail systems in place and shall follow these requirements:

- A standard guardrail system shall have a vertical height of 42 inches nominal from the upper surface of top rail to floor, platform, runway, or ramp level.
- The top rail shall be smooth-surfaced throughout the length of the railing.
- The intermediate rail shall be approximately halfway between the top rail and the floor, platform, runway, or ramp.
- The ends of the rails shall not overhang the terminal posts except where such overhang does not constitute a projection hazard.
- Guardrail systems shall be capable of withstanding, without failure, a force of at least 200 pounds applied in a downward or outward direction within 2 inches of the top edge, at any point along the top rail.

Contact Information

If you should have any questions, please feel free to contact Occupational Health, Safety and Injury Prevention at (607) 255-8200 or visit the EHS website at <https://ehs.cornell.edu>.

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Form HS9F_002
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Retain until stage is dismantled.

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