

DAILY RIGGING INSPECTION CHECK LIST

A daily rigging inspection is a **MANDATORY** part of GENERIC High School's *Flight of the Lawnchair Man* show production. Only those intimate with the fly-system and the Lawn Chair apparatus should conduct the inspection. The person serving as the **Single Point of Accountability** (SPA) will be (NAME). If this person is not on site for any reason, (NAME) will assume this responsibility. The person serving as the SPA will administrate the following duties to the following persons:

Daily inspection of Apparatus and Flight System _____

Alternate _____

Daily inspection of the theatrical rigging system (battens, arbors, etc.) _____

Alternate _____

Pre-show verification of inspections _____

Person responsible for preservation of inspection records and Show Log _____

QUESTIONS AND CONCERNS?

*(NAME) is the **Apparatus and Flight System Designer**. Contact at: (123) 123-1234 and (EMAIL ADDRESS)

*(NAME) is the system's **Inspecting Rigger**. Contact at: (123) 123-1234 and (EMAIL ADDRESS)

During both the theatrical rigging inspection and the apparatus and flight system inspections, if any question, and/or concern, should arise

1. DO NOT ALLOW EITHER SYSTEM TO BE USED UNTIL YOUR CONCERN(S) HAS BEEN THOROUGHLY RESOLVED.
2. THE INSPECTING PERSON(S) HAVE NOTIFIED BOTH THE STAGE MANAGER AND THE SPA OF ANY CONCERNS AND CORRECTIVE ACTIONS.
3. THE SPA SHOULD ONLY AUTHORIZE REPAIRS WITHIN THEIR TECHINCAL CAPACITY. REFER TO THE SYSTEM DESIGNER FOR ASSISTANCE.
4. THE CORRECTIVE MEASURES HAVE BEEN IMPLEMENTED AND REINSPECTED BY THE INSPECTING PERSON(S). REFER TO THE SYSTEM DESIGNER & INSPECTING RIGGER FOR ASSISTANCE.

The daily inspection must be performed prior to each show and include a thorough hands-on and operational inspection of the entire apparatus and flight system, plus the documentation of this inspection with associated notes, if applicable, will be retained by the SPA. Additionally, in tandem with this inspection, the theatrical single-purchase rigging system must be inspected on a daily basis, prior to each show and documented in the same manner.

The following is a checklist to guide the Inspecting Person(s). Their inspection should meet this list as a MINIMUM effort. The SPA and/or Stage Manager will provide the Inspecting Person(s) with adequate blank copies of the Daily Inspection Checklists and provide the Inspecting Person(s) a designated place for preservation through the entire run of the production. At the end of the show run the SPA will take responsibility to archive.

GENERIC High School's *The Flight of the Lawnchair Man*

Daily Apparatus and Flight System Inspection

Production Date _____

In the Daily inspection the following components, mechanisms, operations, and structures shall be closely scrutinized by visual inspection:

Inspection Completed by: _____

Time Completed _____

PASS	FAIL	ATTENTION REQUIRED	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Apparatus Group (structure and construction)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Seat Belt with Pull test (stitching and bolted attachment)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Apparatus connection cables from chair to SR and SL Trolleys(Shackles, swaged eyelets, carabiner and cable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spanner turnbuckle between trolleys
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SR and SL Trolleys (Mechanism and Operation)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I-beam (Bends, rolling,cracks)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I-beam connection to battens (5 connections, bolts and nuts, shackles, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hand line rope for fraying and other damage
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hand line trolley attachments (roller wheels, lubricant, bolts and nuts)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hand line return block set (welds, bolts and nuts)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hand line diversion block set (welds, bolts and nuts)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hand line traveling block set (welds on guide tubes, chains, shackles, and bolts and nuts)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Weight plate block/sheave set (free weights in place, turnbuckles, quicklinks, swaged eyelets, shackles, and bolts into floor)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spike marks on floor

ACTION REQUIRED: _____

Single Point of Accountability and Stage Manager notified? YES NO

ACTION REQUIRED: _____
