

Throughout the duration of the project, safety inspections should be performed by both the contracting company and the subcontractor. A competent person should perform daily inspections of equipment, materials and operations. He or she should document inspections and any corrective actions in Daily Inspection Reports. A sample safety checklist is posted below

| SITE ACCESS | YES | NO |
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| Can everyone reach the work area safely? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all access routes throughout the site in good condition with signs clearly posted? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all edges that workers could fall from given suitable edge protection, such as double guardrails? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all holes and openings clearly marked and protected with fixed covers to prevent falls? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the site tidy, with all materials stored safely? Are all areas free from slip and trip hazards? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there enough lighting throughout the site? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there proper arrangements in place for collecting and removing waste materials? | <input type="checkbox"/> | <input type="checkbox"/> |
| WORKING AT HEIGHT | YES | NO |
| Is the work at height avoidable, possibly by using different equipment or a different work method? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is all work at height planned out properly with suitable precautions identified? | <input type="checkbox"/> | <input type="checkbox"/> |
| Can you use fall prevention equipment, such as scaffolding or a mobile elevating work platform? | <input type="checkbox"/> | <input type="checkbox"/> |
| Can you put measures in place, such as nets, soft landing systems or safety decks, to reduce the distance and consequences of a fall? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are workers gaining access to height using the safest means possible? | <input type="checkbox"/> | <input type="checkbox"/> |
| SCAFFOLDING | YES | NO |
| Are all scaffolds erected, altered and dismantled by competent people? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all uprights provided with base plates (and where necessary, timber sole plates)? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all uprights, ledgers, braces and struts in position? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the structure secured to the building properly to prevent collapse? | <input type="checkbox"/> | <input type="checkbox"/> |
| Does every edge have a double guardrail and toe boards, or other suitable protection to prevent falls? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there additional brick guards provided to prevent materials from falling? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all working platforms fully boarded, and all boards arranged to prevent tipping or tripping? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are effective barriers or warning notices in place to prevent workers from using an incomplete scaffold? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the scaffold strong enough to handle the weight of materials stored on it? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are the scaffolds being properly maintained? | <input type="checkbox"/> | <input type="checkbox"/> |
| Does a competent person inspect the scaffold regularly, and any time it has been altered or damaged or following adverse weather? Are the inspection results recorded? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are tower scaffolds being erected and used with proper methods and used in accordance with supplier instructions? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all tower scaffold wheels locked and platforms emptied when in use? | <input type="checkbox"/> | <input type="checkbox"/> |
| LADDERS | YES | NO |
| Are there any safer alternatives to using ladders or stepladders for the particular task? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is work of short duration and low risk when done on ladders? | <input type="checkbox"/> | <input type="checkbox"/> |

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| Are all ladders and stepladders in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do ladders rest against solid surfaces and not on fragile or insecure materials? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are ladders secured at the top and bottom to prevent them from slipping sideways and outwards? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there cleanup procedures in place? | <input type="checkbox"/> | <input type="checkbox"/> |
| Has all valuable equipment been removed to higher areas? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all ladders and stepladders used properly and for their intended purpose? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do ladders rise at least 1 metre above their landing place? If not, are there other handholds available? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are ladders positioned so that users don't have to overstretch? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all ladder and stepladder users trained to use them properly? | <input type="checkbox"/> | <input type="checkbox"/> |
| ROOF WORK | YES | NO |
| Do all active roof sites have edge protection to prevent workers or materials from falling? | <input type="checkbox"/> | <input type="checkbox"/> |
| When performing industrial roofing, are nets provided to prevent workers from falling from the leading edge and from partially fixed sheets? Where nets are used, are they hung safely? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have all fragile materials, such as cement sheets and roof lights, been identified? Are precautions taken to prevent workers and materials from falling through fragile materials? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are people kept away from the area below the roof work? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all roof workers properly trained to recognize risks, and are they competent to do the work? | <input type="checkbox"/> | <input type="checkbox"/> |
| UNLOADING | YES | NO |
| Is there enough support for the dump truck to unload, or has the ground been sloped or battered back to a safe angle? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are safe methods used for putting in supports, without people working in an unsupported trench? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there safe access into the dump site, such as a sufficiently long, secured ladder? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there barriers in place to prevent vehicles and people from falling in? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are properly secured stop blocks provided to prevent tipping vehicles from falling in? | <input type="checkbox"/> | <input type="checkbox"/> |
| Could the unloading affect the stability of neighbouring structures or services? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are materials and equipment stored away from the edge of the dump site to reduce the chance of collapse? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the unloading regularly inspected by a competent person? | <input type="checkbox"/> | <input type="checkbox"/> |
| MANUAL HANDLING | YES | NO |
| Have all manual handling risks on the site been assessed? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there mechanical aids, such as trolleys, hoists and other equipment to move heavy objects, so manual handling is kept to a minimum? | <input type="checkbox"/> | <input type="checkbox"/> |
| Can you order materials in lower weight increments to reduce strain on handlers? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have all manual handlers been instructed and trained on how to properly lift materials, and on how to use lifting aids and handling equipment safely? | <input type="checkbox"/> | <input type="checkbox"/> |
| LOADING AND UNLOADING GOODS | YES | NO |
| Has someone checked that the load has not moved or destabilized during the journey to the site? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there an exclusion zone around the loading/unloading area to keep bystanders away? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a plan for the method of unloading? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have all loading and unloading workers been properly trained to work safely? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do workers have to access the back of the loading truck, or can all preparation be done from the ground? | <input type="checkbox"/> | <input type="checkbox"/> |

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| Have steps been taken to prevent workers from falling off the back of the vehicle? | <input type="checkbox"/> | <input type="checkbox"/> |
| TRAFFIC AND VEHICLES | YES | NO |
| Are all vehicles and pedestrians kept apart? If not, are there barriers and warning signs provided? | <input type="checkbox"/> | <input type="checkbox"/> |
| Can reversing be avoided by using a one-way system or turning area? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all vehicles properly maintained? Do all of the vehicle's components work properly? Are tires in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do all drivers have proper training and hold proper licences, and are they competent and fit to use the vehicles they are driving? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all loads properly secured? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are passengers only carried in vehicles designed to carry them? | <input type="checkbox"/> | <input type="checkbox"/> |
| TOOLS, MACHINERY AND PLANT | YES | NO |
| Are the right tools or machinery being used for the job? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all the tools, machinery and equipment in good repair and operating correctly? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all machine guards secured and functioning properly? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all operators trained and competent? | <input type="checkbox"/> | <input type="checkbox"/> |
| HOISTS | YES | NO |
| Has the equipment been installed by a competent person? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all operators trained and competent? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the rated capacity properly marked? | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the hoist have a current report of thorough inspection and a record of inspections? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a suitable base enclosure to prevent people from being struck by any moving part of the hoist? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are the landing gates kept shut except when the platform is at the landing? | <input type="checkbox"/> | <input type="checkbox"/> |
| EMERGENCIES | YES | NO |
| Are there emergency procedures in place? | <input type="checkbox"/> | <input type="checkbox"/> |
| Does everyone know what the emergency procedures are? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a means to raise the alarm that alerts everyone on-site? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a way to contact emergency services from the site? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there suitable escape routes and are these kept clear? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there proper first-aid provisions? | <input type="checkbox"/> | <input type="checkbox"/> |
| FIRE | YES | NO |
| Is the quantity of flammable materials, liquids and gases kept to a minimum? Are they properly stored? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are flammable gas cylinders returned to a ventilated store at the end of the shift? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are gas cylinders and associated hoses and equipment properly maintained and in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| When gas cylinders are not in use, are the valves fully closed? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is flammable and combustible waste removed regularly and stored in suitable bins or skips? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are suitable fire extinguishers provided? | <input type="checkbox"/> | <input type="checkbox"/> |
| HAZARDOUS SUBSTANCES | YES | NO |
| Have all harmful substances and materials, including asbestos, lead, solvents, paints, cement and silica dust, been identified? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you checked whether a licensed contractor is needed to deal with asbestos on-site? | <input type="checkbox"/> | <input type="checkbox"/> |

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| Are precautions in place to prevent and control exposure to hazardous substances? This can include removing the risk with a different work process or using a less hazardous material. | <input type="checkbox"/> | <input type="checkbox"/> |
| Do workers have the information and training necessary to recognize risks and how to control and avoid them? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are procedures in place to prevent contact with wet cement? | <input type="checkbox"/> | <input type="checkbox"/> |
| Has health surveillance been arranged for workers using certain hazardous substances? | <input type="checkbox"/> | <input type="checkbox"/> |
| NOISE | YES | NO |
| Has workers' exposure to noise on the site been identified? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do workers have the information and training necessary to recognize noise on-site and know how to avoid it? | <input type="checkbox"/> | <input type="checkbox"/> |
| Can the noise be reduced by using different methods or selecting quieter equipment? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do workers have proper personal protective equipment? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have hearing protection zones been clearly marked to keep out workers not involved in the work? | <input type="checkbox"/> | <input type="checkbox"/> |
| HAND-ARM VIBRATION (HAV) | YES | NO |
| Has exposure to HAV been avoided or reduced as much as possible through using lower vibration tools and methods? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do workers have the information and training necessary to recognize HAV risks and how to avoid them? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have vibrating tools been properly maintained? | <input type="checkbox"/> | <input type="checkbox"/> |
| Has health surveillance been arranged for workers exposed to high levels of vibration? | <input type="checkbox"/> | <input type="checkbox"/> |
| ELECTRICITY AND OTHER SERVICES | YES | NO |
| Have all necessary services been provided on-site before the work begins? Have existing services been identified and measures taken to prevent danger from them? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are workers using low voltage for tools and equipment? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are cables and leads protected from damage? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all connections to the system properly made, and are suitable plugs used? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have hidden electricity cables and other services been located and clearly marked? | <input type="checkbox"/> | <input type="checkbox"/> |
| Where there are overhead lines, has the electricity supply been turned off, or other suitable measures taken? | <input type="checkbox"/> | <input type="checkbox"/> |
| WORKER WELFARE | YES | NO |
| Are toilets readily available and properly maintained? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there sinks, hot and cold running water, soap, and towels? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there facilities to change, dry and store clothing? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are drinking water and cups provided? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do all workers have easy, safe access to welfare facilities? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are welfare facilities kept warm and well-ventilated? | <input type="checkbox"/> | <input type="checkbox"/> |
| PROTECTING THE PUBLIC | YES | NO |
| Is the site fenced off from the public? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are roads well-lit and separated by barriers? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the public protected from falling material? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the site secure when work stops for the day? This includes securing the boundary, removing ladders, covering openings, securing hazardous materials and immobilizing machinery and equipment to prevent unauthorized use. | <input type="checkbox"/> | <input type="checkbox"/> |