



Workplace Inspection – Site Safety Inspection Report

Name:		Date:	
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PROJECT: _____ Visit Date: _____

Supervisor: _____ Staff on Site: _____

	Good	Poor	N/A		Good	Poor	N/A
Housekeeping & Sanitation				Motor vehicles & trailers			
Work areas suitable, clean , neat, tidy				All operators deemed competent			
Access & egress, walkways clear				Operators hold correct licenses.			
Kitchen facilities clean & suitable				First Aid Kit in vehicle			
Clean & cool water supply				Fire Extinguisher in vehicle			
Excavations				Correct Signage on vehicle			
Sides suitable and stable				All equipment tested & tagged appropriate			
Structure / load supported				Plant & Equipment			
Barriers in place and correct type				Maintained and serviced correctly			
Load spoils a safe distance away				Suitable for the task required			
Access to excavation suitable				Operator competent & safe			
Procedures in place				Operator holds correct licenses for the task			
JSA or Equiv in place and correct				Warning devices operational inc radios			
Barricades				Personal Protective equipment			
Openings / Holes correctly marked				PPE available and appropriate for site			
Roads / Walkways protected				Hi visibility worn by all employees			
Members of public protected				Helmets, eye & ear protection worn			
Ladders				PPE in good condition			
Good condition / Commercial use only				Electrical Equipment / Tools			
Installed correctly				Portable equip tagged and in date			
Secured				RCD's used on all portable elec equipment			
Correct for job eg metal electricity.				Tools in good general condition			
Crane Lifting Equipment				Tools appropriate for use			
All equip tested & tagged				All Guarding in place and used			
Cable sheaves OK				Extension cords off the ground			
Slings, chains, hooks, eyes all OK				Cords in good condition			
Machines maintained				Traffic Public Safety			
Safe use around powerlines				Lights, signs, flagmen on road			
Signals understood & observed				Traffic manage plan in place, correct			
Qualified Rigger onsite for lifts				Controls for public in place			
Hazardous Substances				Emergency Procedures			
Flammables correctly stored				Staff onsite all inducted			
Containers correctly labeled				Emergency equip avail, tested			
No food containers used				All onsite aware of emergency plan			
MSDS on site, available & up to date				Emergency numbers displayed			
Security				Muster point clearly marked			
Work area secure				Administration			
Vehicles Secure inc on board equip				Employee handbook avail onsite			
Equipment / tools secure				Supervisor folder onsite			
Site secured for after hours.				OSH policy's displayed / available			

NOTES:

Inspected By