Site Inspection Checklist – Generic SSSP Form 5

**Write** location

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|       |

**Write** the name of the inspector

|  |
| --- |
|       |

Time Date

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|       |  |   |   | / |   |   | / |   |   |   |   |

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| --- | --- |
| 1 | Site Control |

[ ]  a. Hazard board and signage up-to-date

[ ]  b. Environmental plan – issues

[ ]  c. Toolbox talk last date

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|   |   | / |   |   | / |   |   |   |   |

[ ]  d. Safety inductions for all on site

[ ]  e. Safety notice board current

|  |  |
| --- | --- |
| 2 | Site Facilities |

[ ]  a. Offices clean, adequate & good lighting

[ ]  b. Smoko sheds – clean, potable water

[ ]  c. Toilets – clean, washing water

[ ]  d. Tool/equipment sheds adequate

|  |  |
| --- | --- |
| 3 | General Site Tidiness & Access Ways |

[ ]  a. Clear, safe access to work areas

[ ]  b. Stairways and access ways clear

[ ]  c. Hoardings/fence and gates secure

[ ]  d. Loose materials secure from wind

|  |  |
| --- | --- |
| 4 | Personal Safety Equipment |

[ ]  a. Signage displayed and legible

[ ]  b. Hardhats being worn

[ ]  c. Correct footwear being worn

[ ]  d. Glasses/ear muffs/vests/masks used

|  |  |
| --- | --- |
| 5 | First Aid/Fire Prevention |

[ ]  a. First aid box available

[ ]  b. Accident register available

[ ]  c. Fire extinguishers available
Current (12mth)
Sufficient number

[ ]  d. Evacuation procedure current
All emergencies included

|  |  |
| --- | --- |
| 6 | Cranes/Hoist/Lifting Equipment |

[ ]  a. Proper lift assessment plan done

[ ]  b. Crane certification current

[ ]  c. Slings/chains certified

[ ]  d. Operator procedures in place

[ ]  e. Inspections being done

[ ]  f. Man cage available

[ ]  g. Emergency plan in place

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| 7 | Compressed Air Equipment |

[ ]  a. In good condition

[ ]  b. Appropriate guards fitted

[ ]  c. Trained user

|  |  |
| --- | --- |
| 8 | Excavations |

[ ]  a. Correctly shored and secured

|  |  |
| --- | --- |
| 9 | Welding/Gas Cutting |

[ ]  a. Hot work permits being issued

[ ]  b. Fire extinguishers on hand

[ ]  c. Operators using PPE

|  |  |
| --- | --- |
| 10 | Electrical Equipment |

[ ]  a. Main board lockable/weatherproof

[ ]  b. Current tagged and damage-free leads

[ ]  c. Current tagged plant

[ ]  d. Current tagged lifeguards

[ ]  e. Leads safely placed

[ ]  f. Equipment in good condition

[ ]  g. Appropriate guards on equipment

[ ]  h. Adequate temporary lighting

|  |  |
| --- | --- |
| 11 | Chemicals |

[ ]  a. Correctly stored

[ ]  b. Safety Data Sheet (SDS) available

[ ]  c. Operators using PPE

|  |  |
| --- | --- |
| 12 | Tools |

[ ]  a. PAT tool WoF current and secure

[ ]  b. Staff trained in tool use (SWPS)

[ ]  c. PAT signage on site

|  |  |
| --- | --- |
| 13 | Scaffolding |

[ ]  a. Notifiable weekly Scaftag/current

[ ]  b. Handrails/mid-rails

[ ]  c. Toe boards

[ ]  d. Platforms

[ ]  e. Ladders/stairs

[ ]  f. Base sound

[ ]  g. Work platforms clear

[ ]  h. Platforms trip free

[ ]  i. Planks tied down

[ ]  j. Headroom clear

[ ]  k. Ties/bracing adequate

|  |  |
| --- | --- |
| 14 | Ladders |

[ ]  a. Good condition

[ ]  b. Secured top and bottom

[ ]  c. Stays to step ladders

[ ]  d. Working 2 steps down

|  |  |
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| 15 | Fall Hazards |

[ ]  a. Floor edges / openings

[ ]  b. Lift shafts / stairs

Site Inspection Checklist - Remedial Action Required SSSP Form 5

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| **Item** | **Comments/action description** | **Person to action** | **Complete** |
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Site Inspection Checklist - Remedial Action Required (cont.) SSSP Form 5

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