

INSPECTION CHECKLIST FOR A

# Construction site



NAME  Department  Location

All the items in the "ITEMS TO BE CHECKED" column must be checked by operators before operating equipment.

Indicate whether each criterion is sufficiently met (using a tick) or not (using a cross). If it is irrelevant, write n/a. If an entire field is irrelevant (e.g. confined spaces), draw a line through it. If defective, comment on the exact nature of the defect and do not operate until reported and corrected. A new checklist then needs to be filled in and retained.

**PERSONAL PROTECTIVE EQUIPMENT THAT MAY BE REQUIRED**

Body protection, eye and/or face protection, hard hat, rubber boots, hearing protection, protective gloves, respirator, fall arrest equipment



ITEMS TO BE CHECKED		☒	☒
<b>GENERAL SAFETY</b>			
SITE FENCED TO PREVENT PUBLIC ACCESS		FALL ARREST EQUIPMENT USED WHERE NEEDED	
GENERAL PUBLIC PROTECTED FROM HAZARDS		LIGHTING ADEQUATE IN ALL WORK AREAS	
GENERAL HOUSEKEEPING NEAT & ORDERLY		VEHICLES FITTED WITH VISUAL & REVERSING AIDS	
WALL / FLOOR OPENINGS COVERED / GUARDED		EXPOSURE TO DUSTS REDUCED / PREVENTED	
REBAR CABS USED FOR PROTRUDING BARS		EAR PROTECTION USED / NOISE REDUCED	
EXISTING SERVICES IDENTIFIED & PROTECTED		HAZARD BOARD & SIGNAGE UP TO DATE	
GUARDRAILS & ACCESS LADDERS / STAIRS USED		TOOLBOX TALKS HELD REGULARLY	
COMPETENT SCAFFOLDING PERSON ON SITE		SAFETY INDUCTIONS FOR ALL ON SITE	
COMPETENT FALL ARREST PERSON ON SITE		SAFETY NOTICE BOARD CURRENT	
SCAFFOLD DESIGNED BY QUALIFIED PERSON		CLEAR, SAFE ACCESS TO WORK AREAS	
WORKERS & OBJECTS SECURED FROM FALLING		STAIRWAYS & ACCESS WAYS CLEAR	
SCAFFOLDS INSPECTED AT LEAST WEEKLY		HOARDINGS / FENCE & GATES SECURE	
SCAFFOLDS REPAIRED APPROPRIATELY		LOOSE MATERIALS SECURE FROM WIND	
<b>ELECTRICAL SAFETY</b>			
ELECTRICAL SYSTEMS INSPECTED & MAINTAINED		CURRENT TAGGED & LEADS UNDAMAGED	
EQUIPMENT INSPECTED & MAINTAINED		CURRENT TAGGED PLANT	
PORTABLE ELECTRIC HAND TOOLS HAVE GFCIs*		CURRENT TAGGED LIFE GUARDS	
MAIN BOARD LOCKABLE / WEATHERPROOF		ELECTRIC CORDS INSPECTED; PRONGS INTACT	
ELECTRICAL PANELS APPROPRIATELY LABELLED		PORTABLE GENERATORS PROPERLY GROUNDED	
LIGHTBULBS PROTECTED FROM BREAKAGES		POWER TOOLS DOUBLE INSULATED	
LO/TO USED FOR APPROPRIATE TASKS		TORCH UNITS HAVE FLASHBACK ARRESTORS	
CORD & PLUG STRAIN RELIEF INTACT		GAS CYLINDERS NOT IN USE HAVE CAPS ON	
EXTENSION CORDS 3-WIRE MARKED		APPROPRIATE GUARDS ON EQUIPMENT	
<b>COMPRESSED GASES</b>			
GAS CYLINDERS SECURED & STORED UPRIGHT		APPROPRIATE GUARDS FITTED	
COMPRESSED AIR EQUIPMENT UNDAMAGED			
<b>EXCAVATION</b>			
COMPETENT PERSON DESIGNATED & ON SITE		PROTECTION FROM CAVE-INS FOR >1.5m	
LADDERS SET UP IF >1.2m DEEP		SLOPING AND/OR BENCHING FITS SOIL CLASS	
LADDERS EXTEND 1m, & 17m APART		INSPECTIONS OF SUPPORTS DOCUMENTED	

\*GFCI = Ground Fault Circuit Interrupter

**Continued overleaf**

**ITEMS TO BE CHECKED (contd.)**

<b>WELDING / GAS CUTTING</b>	
HOT WORK PERMITS ISSUED	FIRE EXTINGUISHERS UNOBSTRUCTED
FIRE EXTINGUISHERS AVAILABLE & CHARGED	OPERATORS USING CORRECT PPE
<b>HAND TOOLS / POWER TOOLS</b>	
GRINDERS HAVE GUARDS IN PLACE	SAWS EQUIPPED WITH PROTECTIVE GUARDS
SAFETY DEVICES FITTED ON IMPACT AIR TOOLS	UNSAFE HAND TOOLS PROHIBITED
PNEUMATIC HOSES SECURED	IMPACT TOOLS: NO SPLINTERS / MUSHROOMS
<b>HAZCOM</b>	
MSDSs** ACCESSIBLE TO ALL EMPLOYEES	HAZMAT CONTAINERS LABELLED PROPERLY
FLAMMABLE LIQUIDS STORED IN SAFETY CANS	SPILL KITS AVAILABLE & STOCKED
FLAMMABLES STORED IN LABELLED CONTAINERS	OPERATORS USING APPROPRIATE PPE
HAZMAT*** KEPT IN COMPATIBLE CONTAINERS	
<b>LADDER / STAIR SAFETY</b>	
LADDERS SAFE & INSPECTED AS APPROPRIATE	LADDERS EXTEND 1m BEYOND EDGE
STAIR RAILS FOR 0.75m CHANGE IN ELEVATION	STEPLADDERS ONLY USED IN OPEN POSITION
STAIRS / LADDER FOR ACCESSES >0.5m HIGH	STEPLADDERS ONLY USED FOR LIGHT WORK
<b>CONFINED SPACES</b>	
PERMIT COMPLETED FOR ENTRY	AIR MONITORING EQUIPMENT CALIBRATED
RESCUE / RETRIEVAL EQUIPMENT AVAILABLE	PPE & RESCUE TRAINING DOCUMENTED
PRECAUTION TRAINING DOCUMENTED	
<b>MATERIALS HANDLING</b>	
SLINGS INSPECTED & TAGGED QUARTERLY	PROPER LIFT ASSESSMENT PLAN DONE
CERTIFICATION & LOAD CHARTS AVAILABLE	HOISTING HOOKS HAVE SAFETY LATCHES
LIFTS & HOISTS PROPERLY INSTALLED	WIRE ROPE SLINGS: NO KINKS / BROKEN WIRES
COMPETENT PEOPLE CERTIFY LIFTS & HOISTS	FIBRE SLINGS: WEBBING & STITCHING INTACT
LIFTING PROCEDURE ESTABLISHED & KNOWN	MAN CAGE AVAILABLE
<b>EMERGENCY / FIRST AID</b>	
EMERGENCY PHONE NUMBERS ACCESSIBLE	CPR- & FIRST AID-TRAINED PERSON ON SITE
EMERGENCY WASHING UNITS ACCESSIBLE	EXITS MARKED & UNOBSTRUCTED
ACCIDENT REGISTER AVAILABLE	WORKERS AWARE OF EVAC PROCEDURE
FIRST AID KIT AVAILABLE & STOCKED	

\*\*MSDS = Material Safety Data Sheet

\*\*\*HazMat = Hazardous Material

**COMMENTS**

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INSPECTOR  
SIGNATURE

DATE

**Never rush an inspection.  
Remember: your reputation is on the line!**

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