

6. PRE-START SITE INSPECTION CHECKLIST

Company Name:

Site Reference:

Site Address:

Completed by:

Date:

SITE CONTROL	
<input type="checkbox"/>	Covid-19 signs up clearly marking entry
<input type="checkbox"/>	Sign in register set up
<input type="checkbox"/>	Handwashing facilities at entry/exit
<input type="checkbox"/>	Hazard Board up to date
<input type="checkbox"/>	Area fenced/access controlled
<input type="checkbox"/>	Site Managers Contact details available

SITE FACILITIES	
<input type="checkbox"/>	Toilets – clean, hand washing area available
<input type="checkbox"/>	Covid-19 handwashing reminders displayed
<input type="checkbox"/>	Cleaning equipment including disposable cloths and bins set up
<input type="checkbox"/>	Smoko area with handwashing and physical distancing reminders set up
<input type="checkbox"/>	Clean, potable water available
<input type="checkbox"/>	Access to safe power source identified

AWARENESS OF SITE ACTIVITIES	
<input type="checkbox"/>	Other Trades working on Site
<input type="checkbox"/>	Excavation work on Site
<input type="checkbox"/>	Cranes or lifting equipment on Site
<input type="checkbox"/>	Other (list):

PERSONAL PROTECTIVE EQUIPMENT	
<input type="checkbox"/>	Correct footwear is being worn
<input type="checkbox"/>	High Vis gear is worn
<input type="checkbox"/>	Confirmed workers have glasswear/hearing protection/respirators if required.
<input type="checkbox"/>	Disposable gloves/masks available for visitors

GENERAL SITE TIDINESS	
<input type="checkbox"/>	Clear access to work area
<input type="checkbox"/>	Vehicle access available
<input type="checkbox"/>	Rubbish removal process identified and accessible

FIRST AID/FIRE PREVENTION	
<input type="checkbox"/>	First Aid Kit stocked and available
<input type="checkbox"/>	Nearest medical centre/AED identified
<input type="checkbox"/>	Fire extinguishers available, current:

ELECTRICAL EQUIPMENT	
<input type="checkbox"/>	Mainboard lockable/weatherproof
<input type="checkbox"/>	Electrical equipment in good condition with appropriate guards
<input type="checkbox"/>	Electrical equipment appropriately tagged
<input type="checkbox"/>	Leads safety placed
<input type="checkbox"/>	Adequate temporary lighting

SCAFFOLDING	
<input type="checkbox"/>	Notifiable scaffold
<input type="checkbox"/>	Scaftag current
<input type="checkbox"/>	Handrails/midrails
<input type="checkbox"/>	Toe boards
<input type="checkbox"/>	Platforms
<input type="checkbox"/>	Hop ups
<input type="checkbox"/>	Ladders/stairs present and checked
<input type="checkbox"/>	Working platform clear and sufficiently wide
<input type="checkbox"/>	Headroom clear
<input type="checkbox"/>	Good placement against substrate