

SITE SAFETY CHECKLIST

In the event of approaching severe weather, use this checklist to prepare your site. Please answer each applicable question. Please fill out all that are applicable.

Project			
Date of inspection			
Complete N/A if not applicable	Item	Is this item considered safe/secure?	Initial
SITE SECURITY			
<input type="checkbox"/>	Site sheds locked		
<input type="checkbox"/>	Toilets locked		
<input type="checkbox"/>	Containers locked		
<input type="checkbox"/>	Gates locked		
<input type="checkbox"/>	Sign including builder's name and after hours contact number		
FENCES			
<input type="checkbox"/>	Clips secure		
<input type="checkbox"/>	No gaps		
<input type="checkbox"/>	Bracing secure		
<input type="checkbox"/>	Locks located		
<input type="checkbox"/>	Shade cloth secured		
<input type="checkbox"/>	Check with temporary fence supplier that fencing complies with applicable area wind loads		
TRENCHES/EXCAVATIONS			
<input type="checkbox"/>	Backfilled (where possible)		
<input type="checkbox"/>	Covered (where possible)		
<input type="checkbox"/>	Barricades/bench/shore/battered		
<input type="checkbox"/>	Trenches = >1.5m benched/shored or battered		
ACCESS			
<input type="checkbox"/>	Remove ladders to upper levels		
<input type="checkbox"/>	Lock all doors and windows		
<input type="checkbox"/>	Emergency lighting		
<input type="checkbox"/>	Security lighting		
<input type="checkbox"/>	Ensure void covers are secured		
PLANT & EQUIPMENT			
<input type="checkbox"/>	Cabin doors locked		
<input type="checkbox"/>	All keys removed		
<input type="checkbox"/>	Mobile plant on firm level ground		
<input type="checkbox"/>	Booms lowered		
<input type="checkbox"/>	Fuel stored correct or removed from site		

Complete N/A if not applicable	Item	Is this item considered safe/secure?	Initial
FORMWORK			
<input type="checkbox"/>	Strap all packs		
<input type="checkbox"/>	Clean down decks		
<input type="checkbox"/>	Ensure mesh infill on screens		
<input type="checkbox"/>	Secure all loose materials		
ROOFING			
<input type="checkbox"/>	Secure		
<input type="checkbox"/>	Loose sheets		
<input type="checkbox"/>	Guttering		
<input type="checkbox"/>	Sarking		
<input type="checkbox"/>	Ridge capping		
<input type="checkbox"/>	Mesh		
TOWER CRANES			
<input type="checkbox"/>	Access hatched locked		
<input type="checkbox"/>	Are towers fitted with anti-climb screens?		
<input type="checkbox"/>	Aircraft warning lights (if fitted)		
<input type="checkbox"/>	Loose materials from platforms		
<input type="checkbox"/>	Keys removed		
GENERAL			
<input type="checkbox"/>	Rubbish bins emptied		
<input type="checkbox"/>	Hazardous substances locked up		
<input type="checkbox"/>	Silt fences / covers		
<input type="checkbox"/>	Fire extinguishers away		
<input type="checkbox"/>	Tools locked away		
<input type="checkbox"/>	Gas bottles secure		
<input type="checkbox"/>	(Projections) Starter caps on		
<input type="checkbox"/>	Access Clear		
<input type="checkbox"/>	Isolate temp power board (if possible)		
<input type="checkbox"/>	Tie down or secure all loose materials		
COMMENTS:			
Completed by	Name		
Position		Date	
Reviewed by	Name		
Position		Date	