

Logo	<b>Site Inspection Checklist</b>	<b>Doc Ref #:</b> XYZ/IMS/QHSE/F/00 <b>Issue Date:</b> DD-MM-YYYY <b>Rev #:</b> 00 <b>Page 1 of 4</b>
	<b>QHSE Forms</b>	
	<b>Organization Name</b>	

<b>Checklist Sr. #</b>		<b>Site/Area/Location</b>	
<b>Inspected By</b>		<b>Site Supervisor</b>	
<b>Date &amp; Time</b>		<b>Next Inspection</b>	

The worksite is shared by the many workforces simultaneously, that's why there is a range of hazards with minor to severe consequences existing, therefore as per law, the worksite is required to be inspected & free of these hazards.

**Tick (✓) the correct option against every criterion.**

S/#	Description	Yes	No	Remarks
<b>Working Area Storage</b>				
1	Work area and storage is free of rubbing, obstacles, and used material?			
2	Materials stored in the storage area in an organized manner?			
3	Waste segregation & disposal as per procedure, waste segregation done?			
4	Good housekeeping standards are maintained as per requirements?			
5	Liquid spillage or leakage not present?			
<b>Worksite Entry and Exit</b>				
1	Worksite entry and exit controlled and record being maintained?			
2	Worksite is guarded with fence, guards, and security cameras?			
3	Worksite has separate entry and exit points for pedestrians and vehicles?			
4	Worksite gates are installed with barriers?			
5	Worksite gates are guarded 24/7?			
<b>Personal Protective Equipment P.P.E</b>				
1	Workers provided with the relevant PPEs and using?			
2	PPEs provided to the workers as per required standard?			
3	PPEs are inspected on regular basis and record is maintained?			
4	Damaged PPEs are discarded and removed from the worksite?			
<b>First Aid Arrangements</b>				
1	First aid room and first aid kit are provided on the worksite?			
2	First aid room and kit are as per standard?			
3	First aider available onsite and first aider training certificates available?			
4	Eye wash, shower, and lighting arrangements are made?			
5	First aid equipment's list available and updated on regular basis?			
6	First aid equipment and accessories use is recorded?			

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Tick (✓) the correct option against every criterion.				
S/#	Description	Yes	No	Remarks
7	Used & expired items are replaced with the new one immediately?			
8	Discarded items are removed & dumped as per waste disposal procedure?			
<b>Working Platforms – Ladders, Scaffolding etc.</b>				
1	Approved scaffolding is provided for the work at site?			
2	Scaffolding is inspected and tagged by the competent person?			
3	Scaffolding is provided with competent access and egress arrangements?			
4	Scaffolding is provided with toe boards, and placed on firm ground?			
5	Scaffolding is provided with mid rail and guard rail as per law?			
6	Ladders are in good condition, properly installed and secured?			
7	Ladders are extended 3ft above landing point?			
<b>Hoisting Gear &amp; Equipment</b>				
1	Crane and blocks checked, colored, coded, and certified?			
2	Hoisting capacity and safe work load mentioned on visible location?			
3	Lifting accessories and equipment inspected and certified?			
<b>General Tools</b>				
1	Tools well maintained and in good condition?			
2	Tools are proper for the job and used by competent person?			
3	Tools are calibrated and certificates available? (if applicable)			
<b>Electrical Safety</b>				
1	Process and electrical systems are isolated, and tagged before inspection?			
2	Electrical tools and equipment are in good condition?			
3	Electrical tools and equipment are inspected and certified?			
4	Site construction switch boards in good condition?			
5	All electrical machines and appliances are grounded properly?			
6	Extension cords are in good condition, fully insulated?			
7	Lighting arrangements are made appropriately?			
<b>Hazardous Substances</b>				
1	Chemicals stored in safe location?			
2	Housekeeping standards are good?			
3	MSDS of chemicals are available onsite?			

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<b>Tick (✓) the correct option against every criterion.</b>				
S/#	Description	Yes	No	Remarks
4	PPEs for chemical spillage control are available?			
5	Safety showers and eyewash are available?			
6	Chemical waste disposal containers are available?			
<b>General</b>				
1	Safety induction training provided to the workers?			
2	Passageways, walkways are free of obstacles?			
3	Fire safety arrangements are made, e.g., fire extinguisher, escape doors.			
4	Fire Alarm and firefighting arrangements are available?			
5	Hazardous activities are subject to PTW system?			
6	Sanitation and cleanliness standards are maintained?			
7	Safety barriers and safety precautions are implemented?			
8	Work place ventilation is provided?			
<b>Observations</b>				
<b>Recommendation</b>				

<b>Inspector</b>	<b>HSE Representative</b>	<b>Approved By</b>
<b>Name:</b>	<b>Name:</b>	<b>Name:</b>

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<b>Designation:</b>	<b>Designation:</b>	<b>Designation:</b>
<b>Signature:</b>	<b>Signature:</b>	<b>Signature:</b>