

Site Safety Checklist

A daily job-site safety walk covering access, PPE, equipment, hazards and housekeeping.

Site Access and Boundaries

- ☐ Confirm site fencing, gates and barriers are secure and intact.
- ☐ Check that authorized-personnel and warning signs are posted and legible.
- ☐ Verify pedestrian routes are separated from vehicle and plant movement.
Mark and barricade any shared crossing points clearly.
- ☐ Confirm visitor and contractor sign-in and induction procedures are in place.
- ☐ Check access roads, ramps and walkways are firm, level and clear.
- ☐ Verify adequate lighting for early, late or enclosed work areas.

PPE and Worker Readiness

- ☐ Confirm all personnel wear hard hats, eye protection and high-visibility clothing.
- ☐ Check that safety footwear and task-specific PPE are worn correctly.
- ☐ Verify hearing and respiratory protection is used where required.
Match respirator and hearing protection to the actual hazard and exposure.
- ☐ Confirm workers are fit for duty and briefed on the day's tasks.
- ☐ Check that toolbox talks or pre-task briefings have been delivered and logged.

Plant, Tools and Equipment

- ☐ Inspect powered tools and leads for damage and correct guarding.
- ☐ Confirm ladders, scaffolds and access equipment are tagged and in good condition.
- ☐ Check that mobile plant has been pre-start checked and operators are certified.
- ☐ Verify lifting equipment, chains and slings are inspected and rated for the load.
Remove any damaged or out-of-date equipment from service immediately.
- ☐ Confirm fuel, gas and chemicals are stored and labeled correctly.

Fall, Electrical and Excavation Hazards

- ☐ Check guardrails, covers and edge protection at all open edges and openings.
- ☐ Confirm fall protection is in place for work above the trigger height.
- ☐ Verify temporary power, leads and outlets are protected and undamaged.
- ☐ Check overhead and buried services are identified and protected.
- ☐ Confirm any excavation has protective systems and safe access in place.
Excavations require a competent person to inspect protective systems.

Housekeeping and Materials

- ☐ Clear walkways and work areas of debris, offcuts and trip hazards.
- ☐ Confirm materials are stacked stably and not blocking access or exits.
- ☐ Check waste and recycling are segregated and removed regularly.
- ☐ Verify spills are cleaned up and absorbents are available.
- ☐ Confirm nails, sharps and protruding rebar are removed or capped.

Emergency and Welfare

- ☐ Confirm first aid kits, eye wash and trained first aiders are available.
- ☐ Check fire extinguishers are present, charged and unobstructed.

- ☐ Verify emergency routes, assembly points and signage are clear and current.
- ☐ Confirm emergency contact numbers and site address are posted.
- ☐ Check welfare facilities, drinking water and rest areas are clean and stocked.
- ☐ Important: this is general guidance only and does not replace OSHA regulations, formal training or your employer's safety program; confirm requirements with a qualified or competent person.