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| Site Visited: | | Ref: | |
| Date of Visit: | | Time: | |

| CONSTRUCTION SITE: Paperwork | Yes | No | Remedial action required |
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| Is a CDM Plan available for inspection and has it been signed by all operatives present on site? | | | |
| For properties built before 2001, is a Refurbishment & Demolition Asbestos Report on site and has it been read by all operatives? | | | |
| Is the Visitor Log Sheet being maintained and have all those on site signed in? | | | |
| Is the H&S Statutory Notice on display at the site? | | | |
| Has a suitable Emergency Evacuation Collection Point been documented and workers informed of its location for this site? | | | |
| Does the site file contain a copy of the Marisco Fire and Other Emergency Evacuation Procedure sheet? | | | |

| RISK ASSESSMENTS | Yes | No | Remedial action required |
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| Has a general works risk assessment been completed and signed by ALL operatives on site? | | | |
| If ladders are being used on site: | 1. Has a working with ladders risk assessment been completed and signed by all those operatives working with ladders? | | |
| | 2. Are you satisfied the correct ladders are being used on site? | | |
| | 3. Are you satisfied the risk assessment remains valid? | | |
| | 4. Complete visual ladder inspection (see below) for all ladders on site. If they do not pass remove from site. | | |
| If scaffolding is being used on site: | 1. Has a working at height risk assessment been completed and signed by all operatives on site? | | |
| | 2. Are you satisfied the risk assessment remains valid? | | |
| | 3. Complete scaffolding visual inspection below. | | |
| If working at height applies on site: | 1. Has a working at height risk assessment been completed and signed by the operatives working at height? | | |
| | 2. Are you satisfied a sufficient ground-level exclusion zone has been established to protect people from falling objects? | | |
| | 3. Are you satisfied the risk assessment remains valid? | | |
| If floor laying is in progress on site: | 1. Has a floor-laying risk assessment been completed and signed by the operatives laying floors? | | |
| | 2. Are you satisfied the risk assessment remains valid? | | |
| If asbestos removal in-progress: | 1. Has an asbestos risk assessment been completed and signed by the operatives working at height? | | |
| | 2. Are you satisfied the asbestos is being removed, stored and transported in accordance with our safe working method? | | |
| | 3. Are you satisfied the risk assessment remains valid? | | |
| If electric tools are in use on site: | 1. Have all 230v tools been PAT tested in last 30 days? If not, have them removed from use on site. | | |
| | 2. Have all 110v tools been PAT tested in last 90 days? If not, have them removed from use on site. | | |
| | 3. Have all battery chargers and extension leads been PAT tested within last year. If not, have them removed from site. | | |
| If ground works in-progress on site: | 1. Has a ground works risk assessment been completed and signed by all operatives on site? | | |
| | 2. Has sufficient care been taken to adequately segregate workers from plant & machinery and ground works zone? | | |
| | 3. Are you satisfied the risk assessment remains valid? | | |
| If hot-works in-progress on site: | 1. Has the hot-works permit procedure been followed? | | |
| | 2. Are you satisfied the Section 6 provision for the 90 minute Fire Watch and Final Check was carried out correctly? | | |
| | 3. Are you satisfied the hot works was carried out safely? | | |

| GENERAL ORGANISATION AND ARRANGEMENTS ON SITE | Yes | No | Remedial action required |
|--|-----|----|--------------------------|
| Has sufficient welfare provisions been made available on site for drinking and washing water, toilets, and rest areas for staff and sub-contractors? Is the ambient air temperature within operating norms? | | | |
| Is there at least two BS EN3-7 2004 standard fire extinguishers of the correct type on site? | | | |
| Are you satisfied those present know the evacuation procedure and how to safely use the extinguishers? | | | |
| Has adequate provision been made to provide access to a qualified first aider on site? | | | |
| Is there an adequate First Aid Kit , including Eye Wash Ampoules , on site? | | | |
| Is the site being kept clean, tidy and clear of trip hazards . | | | |
| Has the site been adequately segregated and secured (Harris Fencing) to prevent unauthorised access, especially by curious children, during and outside normal working hours? | | | |
| Has adequate warning and safety notices been posted on site to warn about the hazards on site? | | | |
| Is the site adequately lit ? | | | |
| Are adequate precautions being taken to separate site pedestrians from vehicles, plant and machinery? | | | |
| Are adequate precautions being taken to safely store materials on site, and prevent build-up of waste that would represent a potential environmental health or fire-safety hazard? | | | |
| Has adequate provision been made for the safe use of power extension cables and armoured power cables on site, and their use is kept to a minimum. | | | |
| Where mains voltage is used , have you confirmed users are protected by either a main's board residual current device (RCD) trip system, or they use local RCD's at the wall socket. | | | |
| Are adequate precautions being taken to safely store materials on site, and prevent build-up of waste that would represent a potential environmental health or fire-safety hazard? | | | |
| Is adequate care being taken to separate recyclable waste in accordance with our Environmental policy? | | | |
| Are adequate precautions being taken to ensure neighbours do not suffer undue inconvenience from noise, fumes and dust ... especially before 8:00am and after 5:00pm on week days. | | | |
| Are all work's vehicles parked legally on the approach road, with due consideration for other residents. | | | |

| RECORD SUB-CONTRACTORS ON SITE AND CONFIRM THEY WERE WORKING SAFELY: | Yes | No | Remedial action required |
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| Visual Ladder inspection for all ladders on site: (Only Class 1 ladders should be allowed on site). | Pass | Fail | Remedial action required |
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| Check the stiles . Bent or damaged stiles may allow the ladder to buckle or collapse. | | | |
| Check the feet . Missing, dirty, paint-soiled, worn or damaged feet could allow the ladder to slip. | | | |
| Check the rungs . Bent, worm, missing or loose rungs could fail. | | | |
| Check locking mechanisms . Damaged or worn fixings could allow the ladder to collapse. | | | |
| Check the treads . Contaminated or worn treads could allow the operative to slip. | | | |
| Check platform . Damaged or worn Stepladder platforms may fail. | | | |
| Check ancillary safety ladder equipment such as stabilisers, stand-offs etc to ensure they are fit for use. | | | |

| Visual inspection of Scaffolding present | Pass | Fail | Remedial action required |
|---|------|------|--------------------------|
| Check scaffolding has been inspected by a competent person within last 7 days. | | | |
| Confirm the scaffolding continues to be firmly secured to the building at all points and there is no movement when the scaffolding is in use, which might indicate the integrity of the structure is failing. | | | |
| Check and confirm all boards are present, securely fixed and remain sound. | | | |
| Check there are adequate guardrails secured in the correct place and at the required height. | | | |
| Check there are adequate toeboards secured at all points and at the correct height. | | | |
| Check there no loading points left open when not in use. | | | |
| Check all ladders are safe and adequately secured. Also check ground-level access ladders are either removed or secured with pad-locked boards to prevent unauthorised use after site is closed for the day. | | | |
| Check all netting and weather sheets are secured in place. Consider if they should be removed if high winds are forecast. | | | |
| Confirm the correct warning and safety notices are in place (e.g. scafftags) | | | |
| Confirm adequate precautions, including a clear exclusion zone has been created by use of adequate barriers to prevent anyone at ground level being struck by falling objects. | | | |
| Confirm all operatives are wearing Hi-Viz and hard hats when working on or near the scaffolding. | | | |
| Confirm the weather and other environmental factors are safe for continued use of scaffolding. | | | |

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| <p>Was it necessary to take action against individual(s) for non-compliance?</p> <p style="text-align: center;">✓</p> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div> | <p>Action taken at time of site visit:</p> | <p>Follow-up action taken:</p> <p>Reported by: _____ Date: _____</p> |
| <p>Was the risk to Health and Safety such that you felt it necessary to close the site?</p> <p style="text-align: center;">✓</p> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div> | <p>Action taken at time of site visit:</p> | <p>Follow-up action taken:</p> <p>Reported by: _____ Date: _____</p> |

Other comments:

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|-------------------------------------|--|---------------------|--|
| <p>Assessor's Signature:</p> | | | |
| <p>Print Name:</p> | | <p>Date:</p> | |