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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(A) Details** | | | | | | | | | | | | |
| Principal Contractor (PC) | |  | | PC Contact Name | | | | | | |  | |
| Contractor (if applicable) | |  | | Contractor Name | | | | | | |  | |
| Description of Works | |  | | | | | | | | | | |
| Location | |  | | | | | | | | | | |
| Date | |  | | Time | | | | | | |  | |
|  | |  | |  | | | | | | |  | |
| **(B) Site audit** | | | | | | | | | | | | |
| The purpose of a site summary audit is to:   * Appraise working conditions and safety practices * Ensure safe systems of work are in place, identify and recommend areas where improvements could be made * Demonstrate a commitment to health and safety by providing a visible presence in the workplace | | | | | | | | | | | | |
| Exc – Exceeding standards Ade – Adequate, meeting standards | | | | | Exc | Ade | No | N/A | Details | | | |
| 1 | Do the worker(s) have the correct paperwork? Relevant CPP/risk assessments, methods of work, relevant site surveys | | | |  |  |  |  |  | | |  |
| 2 | Are the control measures identified in place on site? | | | |  |  |  |  |  | | |  |
| 3 | Do the worker(s) have the relevant training for the job? PASMA, IPAF, Asbestos Awareness, etc. | | | |  |  |  |  |  | | |  |
| 4 | Access and egress – Are all areas free from hazards? Trip/slip hazards, trailing cables, ladders tied, etc. | | | |  |  |  |  |  | | |  |
| 5 | Working at height – Is the access equipment suitable for the work? | | | |  |  |  |  |  | | |  |
| 6 | Open edges – Are all open edges protected? Edge protection present such as guardrails, barriers etc. | | | |  |  |  |  |  | | |  |
| 7 | Lighting – Is the lighting sufficient for the job? Is additional lighting required? | | | |  |  |  |  |  | | |  |
| 8 | Electricity – Is there any risk? Are tools PAT tested, systems isolated, etc. | | | |  |  |  |  |  | | |  |
| 9 | Asbestos – Is the asbestos survey on site and suitable for the works? | | | |  |  |  |  |  | | |  |
| 10 | Chemical hazards – Are all hazardous substances assessed and controls in place? | | | |  |  |  |  |  | | |  |
| 11 | Personal Protective Equipment (PPE) – Are workers using PPE? As identified via risk assessment | | | |  |  |  |  |  | | |  |
| 12 | Vehicles/pedestrians – Is this risk fully controlled? Are vehicles and pedestrians segregated correctly? | | | |  |  |  |  |  | | |  |
| 13 | Protection of public – Are precautions suitable to protect the public? Barriers, guarding, fall protection, signage etc. | | | |  |  |  |  |  | | |  |
| 14 | Noise/vibration – Is the risk controlled? Is hearing protection suitable? | | | |  |  |  |  |  | | |  |
| 15 | First aid – Are first aid arrangements in place? Are workers aware of how to get help? | | | |  |  |  |  |  | | |  |
| 16 | Emergency – Are worker(s) aware of evacuation procedures? Do workers know where fire assembly points are? | | | |  |  |  |  |  | | |  |
| 17 | Welfare facilities – Are they adequate, satisfactory and clean? | | | |  |  |  |  |  | | |  |
|  |  | | | |  |  |  |  |  | | |  |
| **(C) Comments/Actions Taken** | | | | | | | | | | | | |
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| **(D) Audit carried out by** | | | | | | | | | | | | |
| Name | | |  | Signature | | | | | |  | |  |