

PROJECT HEALTH & SAFETY SELF INSPECTION REPORT

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PROJECT

DATE

INSPECTOR

YES NO N/A

SITE SAFETY PLAN

1. Is a site safety plan available on site or accessible to all employees?
2. Does the safety plan accurately reflect site conditions and tasks?
3. Have potential hazards been described to employees on site?
4. Is there a designated safety official on site?
5. Have all employees signed the safety plan acknowledgement form?

SITE POSTERS

1. Are the following posters displayed in a prominent and accessible area?

- A. Minimum Wage
- B. OSHA Job Protection
- C. Equal Employment Opportunity

2. Are all required state-specific posters displayed?

SITE CONTROL

1. Are work zones clearly marked?
2. Are support trailers located to minimize exposure from a potential release?
3. Are support trailers accessible for approach by emergency vehicles?
4. Is the site properly secured during and after work hours?
5. Is an exclusion zone sign-in/sign-out log maintained?
6. Are only employees with current training and physicals permitted in exclusion zone?

EMERGENCY PLANS

1. Are emergency telephone numbers posted?
2. Have emergency escape routes been designated?
3. Are employees familiar with the emergency signal?
4. Has the emergency route to the hospital been established and posted?
5. Is a vehicle on site that can transport injured employees to the hospital?

FIRST AID

1. Is a qualified first aid/CPR provider on site?
2. Are first aid kits available?
3. Are first aid kits inspected weekly?
4. Is an eyewash or safety shower required for the work conducted?
- 4a. If so, are emergency eye wash/safety showers available and inspected monthly?
5. Do all employees/contractors know the location of first aid kits/eyewashes and showers?

FIRE PREVENTION

1. Are employees smoking only in designated outdoor areas?
2. Are fire lanes established and maintained?
3. Are flammable liquid dispensing systems grounded and bonded?
4. Are approved safety cans available for storage of flammable liquids?
6. Are fire extinguishers available and inspected monthly?
7. Are flammables and combustibles properly stored?
8. Are flammable storage cabinets available and used when needed?

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FIRE PROTECTION

YES NO N/A

1. Has a fire alarm system been established?
2. Do employees know the location and use of all fire extinguishers?
3. Are fire extinguisher locations posted?
4. Are combustible materials segregated from open flames?
5. Have fire extinguishers been professionally inspected during the last year?
6. Are fire extinguishers visually inspected monthly?

WELDING AND CUTTING

1. Are fire extinguishers present at welding and cutting operations?
2. Are confined spaces evaluated prior to and during cutting and welding operations?
3. Have Hot Work Permits been completed?
4. Are proper helmets, goggles, aprons, and gloves available for welding and cutting operations?
5. Are welding machines properly grounded?
6. Are oxygen and fuel gas cylinders stored a minimum of 20 feet apart?
7. Are only trained personnel permitted to operate welding and cutting equipment?
8. Are gas cylinders transported in a secured vertical position with caps in place?

PERSONAL PROTECTIVE EQUIPMENT

List the minimum PPE required for this project

1. Are there sufficient sizes and quantities of protective equipment?
2. Are all employees and contractors utilizing the required PPE?
3. Is defective personal protective equipment tagged and taken out of service?
4. If respiratory protection is required
 - 4a. Are employee medical clearances current?
 - 4b. Have employees been fit-tested?
 - 4c. Are respirators decontaminated, inspected, and stored according to standard procedures?
5. Does compressed breathing air meet CGA Grade "D" minimum?

MATERIALS HANDLING

1. Are materials stacked and stored to prevent sliding or collapsing?
2. Are tripping hazards identified?
3. Are semi-trailers chocked?
4. Are fixed jacks used under semi-trailers?
5. Are riders prohibited on materials handling equipment?
6. Are approved manlifts provided for the lifting of personnel?
7. Are personnel in manlifts wearing approved fall protection devices?

HAZARD COMMUNICATION

1. Is there a copy of the HAZCOM procedure on site?
2. Are there MSDSs for required materials/chemicals present on site?
3. Are all containers properly labeled, as to content hazard?
4. Have employees been trained in accordance with the HAZCOM procedure?
5. Do employees (including subcontractors) know and understand the effects of exposure from the chemicals on site?
6. Is HAZCOM training documented?
7. Is there an updated list of chemicals maintained on site?

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RADIATION SAFETY

YES NO N/A

1. Does this project require an RWP and if so is it signed?
2. If dosimeters are required are they properly worn?
3. Are the proper radiological access controls in place?
4. Workers are trained to the proper level of rad worker training and training current?
5. Are bioassays conducted as required?

DECONTAMINATION

1. Are decontamination stations set up on site?
2. Is decontamination water properly contained and disposed of?
3. Are all pieces of equipment inspected for proper decontamination before leaving the site?
4. Are shin/metatarsal guards being used during power washing activities?

COMPRESSED GAS CYLINDERS

1. Are breathing air cylinders charged only to prescribed pressures?
2. Are like cylinders segregated and stored in well ventilated areas?
3. Is smoking prohibited in cylinder storage areas?
4. Are cylinders stored secure and upright?
5. Are cylinders protected from snow, rain, etc.?
6. Are cylinder caps in place before cylinders are moved?
7. Are fuel gas and oxygen cylinders stored a minimum of 20 feet apart?
8. Are propane cylinders stored and used only outside of buildings?

CONFINED SPACES

1. Have employees been trained in the hazards of confined spaces?
2. Is the training documented?
3. Are confined space permits posted at entrance to confined space?
4. Is a copy of the confined space entry procedure available?
5. Has a rescue plan been established?
6. Is an entry supervisor present at each permit-required entry?
7. Are required extraction/fall protection devices being used?

AIR MONITORING

1. Is required air monitoring being conducted?
2. Are air monitoring instruments calibrated daily?
3. Are air monitoring logs up to date?
4. Are instrument user manuals available?
5. Are instruments being maintained?
6. Are employees notified of personal sampling results within 5 days of receipt?

HAND AND POWER TOOLS

1. Are defective hand and power tools tagged and taken out of service?
2. Is eye protection available and used when operating power tools?
3. Are guards and safety devices in place on power tools?
4. Are power tools inspected before each use?
5. Are nonsparking tools available when necessary?
6. Is the correct tool being used for the job?

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MOTOR VEHICLES

YES NO N/A

1. Are vehicles regularly inspected?
2. Are personnel licensed for the vehicles they operate?
3. Are unsafe vehicles tagged and reported to supervision?
4. Is vehicle's safety equipment operating properly?
5. Are loads secure?
6. Are vehicle occupants using safety belts?
7. Are current insurance cards and blank accident report forms located in vehicles?

HEAVY EQUIPMENT

1. Is heavy equipment inspected as prescribed by the manufacturer?
2. Is defective heavy equipment tagged and taken out of service?
3. Are project roads and structures inspected for load capacities and proper clearances?
4. Is heavy equipment shut down for fueling and maintenance?
5. Are backup alarms installed and working on mobile equipment?
6. Have qualified equipment operators been designated?
7. Are riders prohibited on heavy equipment?
8. Are guards and safety appliances in place and used?
9. Are operators using the "three point" system when mounting/dismounting equipment?

WALKING AND WORKING SURFACES

1. Are ladders regularly inspected?
2. Are accessways, stairways, ramps, and ladders clean of ice, mud, snow, or debris?
3. Are ladders being used in a safe manner?
4. Are ladders kept out of passageways, doors, or driveways?
5. Are broken or damaged ladders tagged and taken out of service?
6. Are metal ladders prohibited in electrical service?
7. Are stairways and floor openings guarded?
8. Are safety feet installed on straight and extension ladders?
9. Is general housekeeping being maintained?
10. Are ladders tied off?
11. Are handrails and siderails installed along the unprotected sides of stairways having 4 or more risers or rising more than 30 inches?

ELECTRICAL

1. Is electrical equipment and wiring properly guarded and maintained in good condition?
2. Are extension cords kept out of wet areas?
3. Is damaged electrical equipment tagged and taken out of service?
4. Have underground electrical lines been identified by proper authorities?
5. Has a lockout/tagout system been established?
6. Are GFCIs being used on all temporary electrical systems and as needed?
7. Are extension cords being inspected daily (i.e., group pin in place, no unapproved splices)?
8. Are warning signs exhibited on high voltage equipment (250V or greater)?
9. Is adequate distance maintained from overhead electrical lines?
10. Are switches, circuit breakers, and switchboards installed in wet locations enclosed in weatherproof enclosures?

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TRAINING

YES

NO

N/A

1. Are tailgate safety meetings being conducted daily?
2. Are current training/medical records maintained on site?

DOCUMENTATION

1. Is an OSHA 200 Log maintained on site and posted during the month of February?
2. Are accident report forms available?
3. Is a copy of health and safety policy and procedures available on site?

CRANES AND RIGGING

1. Are cranes inspected daily prior to use?
2. Are crane swing areas barricaded or demarked?
3. Is all rigging equipment tagged with an identification number and rated capacity?
4. Is rigging equipment inspection documented?
5. Are slings, chains, and rigging inspected before each use?
6. Are damaged slings, chains, and rigging tagged and taken out of service?
7. Are slings padded protected from sharp corners?
8. Do employees keep clear of suspended loads?
9. Are rated load capacities and special hazard warnings posted on crane?
10. Are the records of annual crane inspection available?
11. Has accessible areas within the swing radius of the rear of the crane been barricaded?
12. Do crane operators have required training/certification?

SCAFFOLDING

1. Is scaffolding placed on a flat, firm surface?
2. Are scaffold planks free of mud, ice, grease, etc.?
3. Is scaffolding inspected before each use?
4. Are defective scaffolding parts taken out of service?
5. Have employees completed scaffold user training?
6. On scaffolds where platforms are overlapped, is planking overlapped a minimum of 12 inches?
7. Does scaffold planking extend over end supports between 6 to 18 inches (dependent upon platform length)?
8. Are employees restricted from working on scaffolds during storms and high winds?
9. Are all pins in place and wheels locked?
10. Is required perimeter guarding (top rail, mid rail, and toe board) present?
11. Has a competent person been designated to oversee scaffold construction?
12. Are employees prohibited from moving mobile scaffold horizontally while employees are on them?
13. Are all scaffold components manufactured by the same company?

EXCAVATION

1. Has a "competent person" been designated to oversee excavation activities?
2. Prior to opening excavations, are utilities located and marked?
3. Has a professional engineer evaluated all excavations greater than 20 feet deep?
4. Is there rescue equipment on site and accessible to the excavation area?
5. Is excavated material placed a minimum of 24 inches from the excavation?
6. Are the sides of excavation sloped or shored to prevent cave ins?
7. Have excavations greater than 4 feet deep been monitored for hazardous atmospheres (i.e., LEO/O₂ deficiency)?

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EXCAVATION, continued

YES

NO

N/A

- 8. Are ladders or ramps used in excavations over 4 feet deep?
- 9. Are means of egress available so as to require no more than 25 feet of lateral travel?
- 10. Are barriers, i.e., guardrails or fences, placed around excavations near pedestrian or vehicle thoroughfares?
- 11. Is excavation inspected daily by competent persons and documented?

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ALL NEGATIVE RESPONSES	CORRECTIVE ACTION	ASSIGNED TO	DATE ASSIGNED	DATE COMPLETED	VERIFIED BY

DESCRIBE POSITIVE SAFETY OBSERVATIONS