

Construction Sample Safety Checklist

This checklist can be modified and used as a guide for your weekly jobsite walkthrough inspections which are required by LNI. You can add or delete items to the list.

Yes No

1. JOB SITE INFORMATION

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | DOSH and other job site warning posters posted |
| <input type="checkbox"/> | <input type="checkbox"/> | Scheduled safety meetings held and documented weekly |
| <input type="checkbox"/> | <input type="checkbox"/> | Adequate employee training – general and specific |
| <input type="checkbox"/> | <input type="checkbox"/> | Medical services, first aid equipment and a qualified first aider available |
| <input type="checkbox"/> | <input type="checkbox"/> | Emergency telephone numbers posted (medical services, fire department, police) |

2. HOUSEKEEPING AND SANITATION

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Working areas generally neat |
| <input type="checkbox"/> | <input type="checkbox"/> | Waste and trash regularly disposed |
| <input type="checkbox"/> | <input type="checkbox"/> | Enclosed chute provided when material dropped outside of building from over 20 feet |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting adequate for all work tasks |
| <input type="checkbox"/> | <input type="checkbox"/> | Projecting nails removed or bent over |
| <input type="checkbox"/> | <input type="checkbox"/> | Oil and grease removed from walkways and stairs |
| <input type="checkbox"/> | <input type="checkbox"/> | Waste containers provided and used |
| <input type="checkbox"/> | <input type="checkbox"/> | Sanitary facilities adequate and clear |
| <input type="checkbox"/> | <input type="checkbox"/> | Potable water available for drinking |
| <input type="checkbox"/> | <input type="checkbox"/> | Disposable drinking cups and container for used cups provided |

3. FIRE PREVENTION

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Fire instructions provided to personnel |
| <input type="checkbox"/> | <input type="checkbox"/> | Proper type and number of fire extinguishers, identified, checked and accessible |
| <input type="checkbox"/> | <input type="checkbox"/> | Phone number of fire department posted |
| <input type="checkbox"/> | <input type="checkbox"/> | Hydrants clear, access open |
| <input type="checkbox"/> | <input type="checkbox"/> | NO SMOKING signs posted and enforced where needed |
| <input type="checkbox"/> | <input type="checkbox"/> | Temporary heating devices safe. Adequate ventilation provided |

4. ELECTRICAL INSTALLATIONS

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Adequate wiring, well insulated, grounded, protected from damage |
| <input type="checkbox"/> | <input type="checkbox"/> | Assured grounding program followed (OR) |
| <input type="checkbox"/> | <input type="checkbox"/> | Ground fault circuit interrupters used |
| <input type="checkbox"/> | <input type="checkbox"/> | Terminal boxes equipped with required covers |

5. HAND TOOLS

- | | | |
|--------------------------|--------------------------|--------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Proper tools being used for each job |
| <input type="checkbox"/> | <input type="checkbox"/> | Safe carrying practices used |

Yes No

6. POWER TOOLS

- Good housekeeping where tools are used
- Tools and cords in good condition
- Proper grounding of all tools (**OR**)
- Double insulated tools used
- Proper instruction in use provided
- All mechanical guards in use
- Tools neatly stored when not in use.
- Right tool being used for the job at hand
- Wiring properly installed

7. POWDER-ACTUATED TOOLS

- All operators licensed
- Tools and charges protected from unauthorized use
- Competent instruction and supervision provided
- Tools used only on recommended materials
- Flying hazards checked by backing up, removal of personnel, or use of captive stud tool

8. LADDERS

- Ladders inspected and in good condition
- Ladders properly secured to prevent slipping, sliding or falling
- Side rails extended 36" above the top of landing
- Job-built ladders properly constructed
- Stepladders fully open when in use
- Metal ladders not used around electrical hazards
- Ladders not painted
- Ladders properly stored
- Ladder safety feet in use

9. HEAVY EQUIPMENT

- Inspection and maintenance records up to date
- Lights, brakes, warning signals operative
- Wheels chocked when necessary
- Haul roads well maintained and properly laid out
- Equipment is properly secured when not in use
- Shut-off devices on hose air lines, in case of hose failure
- Noise arrestors in use
- ROPS in place

Yes No

10. SCAFFOLDING

- Erection properly supervised
- All connections secure
- Scaffold tied in to the structure when required
- Working areas free of debris, snow, ice and grease
- Foot sills and mud sills provided
- Workers protected from falling objects
- Scaffolds plumb and square, with cross-bracing
- Guard rails, intermediate rails, and toeboards in place
- Adequate, sound planking provided
- Scaffold equipment in good working order
- Ropes and cables in good condition

11. MOTOR VEHICLES

- Roadways or walkway hazards effectively barricaded
- Barricades illuminated or reflectorized at night
- Traffic control devices used when appropriate
- Inspection and maintenance records up to date
- Operators qualified for vehicles in use
- Local and state vehicle laws and regulations observed
- Brakes, lights, warning devices operative
- Personnel transported in a safe manner
- All glass in good condition
- Back-up signals provided
- Fire extinguishers installed where required
- SLOW MOVING VEHICLE signs used when required

12. HOISTS, CRANES AND DERRICKS

- Cables and sheaves regularly inspected
- Slings and chains, hooks and eyes inspected before each use
- Outriggers used if needed
- Power lines inactivated, removed, or at a safe distance
- Proper loading for capacity at lifting radius. Rated load capacities posted?
- All equipment properly lubricated and maintained
- Signalpersons where needed
- Signals posed, understood, and observed
- Inspection and maintenance logs maintained
- Hazard signs posted and visible to operator

Yes No

13. BARRICADES

- Floor and wall openings planked over or barricaded
- Roadways or walkway hazards effectively barricaded
- Barricades illuminated or reflectorized at night
- Traffic control devices used when appropriate

14. HANDLING AND STORAGE OF MATERIALS

- Materials properly stored or stacked
- Passageways clear
- Stacks on firm footings, not too high
- Materials protected against weather conditions
- Trash chutes safeguarded and properly used
- Dust protection observed
- Traffic controlled in the storage area

15. EXPLOSIVES

- Qualified operators and supervision during all explosives operations
- Proper transport vehicles as required by Department of Transportation and WISHA
- State and local laws and regulations observed
- Storage magazines constructed per regulations
- Cases opened ONLY with wooden tools
- NO SMOKING signs posted and observed where appropriate
- Detonators tested before each shot
- All personnel familiar with signals; signals properly used at all times
- Inspection after each shot
- Proper protection and accounting for all explosives at all times
- Proper disposition of wrappings, waste, and scrap
- Nearby residents advised of blasting and danger
- Radio frequency hazards checked

16. WELDING AND CUTTING

- Operators qualified
- Screens and shields used when needed
- Goggles, welding helmets, gloves, clothing used as required
- Electrical equipment grounded
- Power cables and hoses protected and in good repair
- Fire extinguishers of proper type nearby
- Surrounding area inspected for fire hazards
- Gas cylinders secured upright
- Cylinder caps in use

Yes No

17. FLAMMABLE GASES AND LIQUIDS

- All containers approved and clearly identified
- Proper storage practices observed
- Fire hazards checked
- Proper types and number of extinguishers nearby
- Proper method for moving cylinders used

18. EXCAVATION AND SHORING

- Adjacent structures properly shored
- Excavation shored, shielded, or sloped as required
- Roads and sidewalks supported and protected
- Material stored away from excavations
- Excavation barricades and lighting adequate
- Equipment a safe distance from edge of excavation
- Ladders provided
- Equipment ramps adequate
- Observer(spotter) provided during trenching operations

19. STEEL ERECTION

- Fall protection provided with safety nets, planked floors, or personnel restraint devices
- Hard hats worn as required
- Tools and materials secured from falling
- Fire hazards at rivet, forge, and welding operations eliminated
- Floor openings covered or barricaded
- Ladders, stairs, or other safe access provided
- Daily inspection of hoisting apparatus
- Employees prohibited from riding the ball or loads

20. PERSONAL PROTECTIVE EQUIPMENT MONITORED BY SUPERVISORS

- Hard hats available on-site; worn when overhead hazards exist
- Eye protection
- Face shields
- Written respirator program; respirators fit-tested; replacement cartridges; cleaning and maintenance
- Helmets and hoods
- Hearing protection – noise monitoring; written program
- Foot protection
- Rubber or plastic gloves, aprons, and sleeves for chemical protection
- Electrician's rubber gloves and protectors

Yes No

21. HIGHWAY CONSTRUCTION

- Laws and ordinances observed
- Competent flaggers properly instructed and dressed; area posted
- Adequate traffic control devices used throughout construction area
- Equipment cleared from right-of-way
- Adequate marking and maintenance of detours approaching construction area
- Dust controlled
- Adequate lighting for night crews

22. CONCRETE CONSTRUCTION

- Forms properly installed and braced
- Adequate shoring, plumbed and cross-braced
- Shoring remain in place until strength is attained
- Proper curing period and procedures followed
- Heating devices checked for fire safety
- Mixing and transport equipment supported; traffic planned and routed
- Adequate runways and ramps provided for concrete placement equipment
- Employees protected from cement dust
- Hard hats, boots, gloves, eye protection, and skin protection worn at all times
- Nails bent over or removed and stripped material removed from area

23. LIFTING AND BACK SAFETY

- Team lifting used for heavy or awkward loads
- Mechanical lifting devices used when appropriate
- Back care training provided to all employees
- Bent-knee lifting used by workers
- Work hardening program used for returning time-loss employees
- Employees do "warm up" exercises before strenuous work

24. GLOBAL HARMONIZATION SYSTEMS

- Chemical inventory list developed and maintained
- Containers properly labeled
- Safety Data Sheets collected and available
- Adequate employee information and training provided
- Written program available