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| **Site:**  | **Name:** | **Date**  |

 **Key:** Mark the Checked column with:- N/A = Not Applicable - **✓**= Satisfactory - U = Unsatisfactory - I A= Immediate Action

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| **Group**  | **Item** | **Checked** | **Item** | **Group** |
| **1** **Welfare**  | **Canteen****Toilets****Washing Facilities****Drying Room****Offices****Car Park** |  |  | **Guarding****Access & Egress Ground Water****Shoring****Services****Gas Detection** | **Excavations** |
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| **2** **Fire** | **Fire Plans Displayed****Exit Route Signs Posted****Fire Points Clear****Fire Extinguishers****LPG Use & Storage****Fire Alarm / Test****Emergency Lighting** |  |  | **Daily Inspections****Test Certificates****Operator Certificates****Wire Rope****Chains****SWL Indicators****Demarcation** | **Lifting** |
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| **3** **Statutory** **Services** | **Overhead****Buried****Temp Electric****Test Certificate****Earth Spikes****Cables****Hand Tools****Lighting** |  |  | **BA / ELSA Sets****Gas Monitor****Tripod****Harness****Man Lines****2-way Radio****Face Fit Test****Training Certificates** | **Confined** **Spaces** |
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| **4****P.P.E** | **Hard Hats****Eye Protection****Ear Protection****Hands / Boots****Harnesses****Hi Viz. Vests****Dust Masks****R.P.E** |  |  | **Inspections****Hand Over Certificates****Foundation****Plumb****All Edge Protection****Access****Netting / Sheeting****Integrity / Ties**  | **Scaffolds** |
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| **5****First Aid** | **Accident Book****Contents of Box****First Aid Notices****Reportable** |  |  | **Dust****Spillage’s****Smoke****Asbestos** | **Environment** |
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| **6****Health &** **Safety** **Documents** | **F10 / Insurance****Signs / Posters****Registers****Induction’s****Visitors Records****H&S Plan** **Method Statements****Risk Assessments****COSHH Assessments****Safety Policy**  |  |  | **Dumpers****Forklifts****180 Machines****360 Machines****Cherry Pickers****Scissor Lifts****Compressors****Air tools****Hoist’s****Other** | **Plant & Work Equipment** |
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**Note:** When completing this report you must complete page 2 for any subsequent actions taken, where any item has been identified with an ‘I’ or ‘U’. Give a description of the item raised and state what action you have taken to rectify it?

**Action Required**

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| **Group** **No** | **Item** | **Fault Description/Near Miss** | **Action Taken or Requested** |
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