



Inspection - Weekly 274 Checklist

Projects_8K11 CRP Cable Installation - 8K11 CRP Cable Installation

Item #	Prompt	Responses	Comments
1	1. Inspection of Premises and House Keeping	() Yes () No	
2	1.1 Work Area access way clear and safe?	() Conformance () Non Conformance	
3	1.2 Hygiene Facilities – Toilets clean, soap & paper towel available, Crib room clean & maintained?	() Conformance () Non Conformance	
4	1.3 Storage and stacking all parts, materials in orderly manner. chemical, fuel & oil etc.?	() Conformance () Non Conformance	
5	1.4 Tidiness of work areas, Yards, laying up areas use correctly?	() Conformance () Non Conformance	
6	1.5 Quarantine of all material manage in orderly manner. Cable drums stored in a nominated laydown area?	() Conformance () Non Conformance	
7	1.6 Scrap is sorted - refuse bins provided and maintained. Disposal done correctly?	() Conformance () Non Conformance	
8	1.7 Ventilation in work areas is sufficient?	() Conformance () Non Conformance	
9	1.8 Emergency master point area is clearly identified with notice boards posted and accessible?	() Conformance () Non Conformance	
10	2. Mechanical, Electrical & Personal Safeguarding	() Yes () No	
11	2.1 Adequate signage and notices posted where required, construction site, warning and danger signage?	() Conformance () Non Conformance	
12	2.2 Ladders, Stair, Walkways and Scaffolds egress & ingress in safe manner, no obstruction etc.	() Conformance () Non Conformance	
13	2.3 Scaffold built stable and with Scaff tag attached with relevant authorised person's information.	() Conformance () Non Conformance	
14	2.4 All portable ladders use in good condition, properly secured and safe.	() Conformance () Non Conformance	
15	2.5 Portable Electrical Equipment – all currently tagged and in good conditions.	() Conformance () Non Conformance	
16	2.6 All equipment with guards shall have them in place. "Winches, Cable Pushers & Grinders etc"	() Conformance () Non Conformance	
17	2.7 Cable rollers shall be fixed into position to eliminate the dislodgement during installation of cables.	() Conformance () Non Conformance	
18	2.8 Cable rollers shall be checked to ensure that they are free spinning and not damaged.	() Conformance () Non Conformance	
19	2.9 Winch Rope shall be off applicable load rating.	() Conformance () Non Conformance	
20	2.10 Cable socks are to be free from fraying and damage.	() Conformance () Non Conformance	
21	2.12 Hand Tools, No modified or unauthorised tools use?	() Conformance () Non Conformance	
22	2.11 The positioning of personnel is reviewed and arranged as to exclude pinch points.	() Conformance () Non Conformance	
23	2.13 Hydraulic Equipment is free from leaks	() Conformance () Non Conformance	
24	2.14 Notices and signage, suitable (warning and danger) install were required, Exclusion zones, emergency, PPE, etc?	() Conformance () Non Conformance	
25	2.15 Ergonomics – Locations for cable pulling shall be able to maintain posture for access to the cable without incorrect alignment.	() Conformance () Non Conformance	

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26	2.16 Lifting Gear currently tagged with respective colours and in good conditions, ropes, slings, shackles, cranes, eyebolt, etc?	() Conformance () Non Conformance	
27	2.17 Lifting gear register available and current	() Conformance () Non Conformance	
28	2.18 All crane operators/Riggers/Dogman have suitable permits and valid.	() Conformance () Non Conformance	
29	2.19 EWP, Scissor lift operator has suitable permits and valid, including Work @ height competency.	() Conformance () Non Conformance	
30	2.20 Machinery check list available and pre-start checks correctly and consistently done	() Conformance () Non Conformance	
31	2.21 All hazardous materials stored in proper cabinets with adequate ventilation, labelling & identification signs, storage, MSDS in place?	() Conformance () Non Conformance	
32	2.22 PPE available and being used appropriately for the application.	() Conformance () Non Conformance	
33	2.23 Where Isolation of equipment is required – ATW/LOTO/PLU applied by work party done correctly	() Conformance () Non Conformance	
34	2.24 JSA/Take 5/RA – completed, signed off and available on site.	() Conformance () Non Conformance	
35	2.24 Contractor vehicles/equipment brought on site are with valid Commission stickers. Registration and Safety stickers.	() Conformance () Non Conformance	
36	3. Fire Protection and Prevention	() Yes () No	
37	3.1 Fire Extinguishers available for appropriate fire hazards in the area.	() Conformance () Non Conformance	
38	3.2 Fire extinguishers fully charged, inspection tags fitted, and inspection current	() Conformance () Non Conformance	
39	3.3 Condition of fire extinguishers, check for physical damage, rust, colour coding.	() Conformance () Non Conformance	
40	3.4 Adequate signage, labelling and demarcation done for easy identification	() Conformance () Non Conformance	
41	3.5 Ensure oil, fuel, flammable material are stored correctly or removed as required	() Conformance () Non Conformance	
42	4. Health and Safety Organisation	() Yes () No	
43	4.1 All employee completed GSI, Site specific Induction and aware of site emergency procedure, contacts, alarm/sirens and master points?	() Conformance () Non Conformance	
44	4.2 Fitness for work - Aware of alcohol policy and 10 golden rule.	() Conformance () Non Conformance	
45	4.3 First Aid Facility – Kit available and fully kitted?	() Conformance () Non Conformance	
46	4.4 Light Vehicles – All drivers aware of LV policy and respective LV permits available & valid.	() Conformance () Non Conformance	
47	4.5 Site emergency plan, contacts procedure available and visible for all employees.	() Conformance () Non Conformance	
48	4.6 Pre-start meetings conducted daily and attended by all project members.	() Conformance () Non Conformance	
49	4.7 Eye wash station, fixed or portable available, accessible & in operation with signage posted.	() Conformance () Non Conformance	
50	4.8 Notice boards available on Project site with current information. Accessible for employees	() Conformance () Non Conformance	

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5	Tidiness of work areas, Yards, laying up areas use correctly.		
6	Quarantine of all material manage in orderly manner. Cable drums stored in a nominated laydown		
7	Scrap is sorted - refuse bins provided and maintained. Disposal done correctly.		
8	Ventilation in work areas is sufficient.		
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11	2.1 Adequate signage and notices posted where required, construction site, warning and danger :		
12	Ladders, Stair, Walkways and Scaffolds egress & ingress in safe manner, no obstruction etc.		
13	Scaffold built stable and with Scaff tag attached with relevant authorised person's information.		
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18	Cable rollers shall be checked to ensure that they are free spinning and not damaged.		
19	Winch Rope shall be off applicable load rating.		
20	Cable socks are to be free from fraying and damage.		
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22	The positioning of personnel is reviewed and arranged as to exclude pinch points.		
23	Hydraulic Equipment is free from leaks		
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25	Ergonomics – Locations for cable pulling shall be able to maintain posture for access to the cable incorrect alignment.		
26	Lifting Gear currently tagged with respective colours and in good conditions, ropes, slings, shackl eyebolt, safety latches on hooks, chains, blocks, winches & hoists		
27	Lifting gear register available and current		
28	2.18 All crane operators/Riggers/Dogman have suitable permits and valid.		
29	EWP, Scissor lift operator has suitable permits and valid, including Work @ height competency.		
30	Machinery check list available and pre-start checks correctly and consistently done		
31	All hazardous materials stored in proper cabinets with adequate ventilation, labelling & identificati storage, Material Safety Data Sheet in place.		
32	PPE available and being used appropriately for the application.		
33	Where Isolation of equipment is required – ATW/LOTO/PLU applied by work party done correctly		
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