Inspection - Health and Hygiene Checklist

Major Hazard_Covid 19 Restart Checklist -

Prompt	Yes	No	N/A	Explanation	Comments
Light vehicles inspected.	☐	☐	☐	Light vehicles inspected using the OTML Prestart Checklist. Vehicles shall be tagged out of service and reported to the Workshop should any Category (A) faults/ defects be identified from the Prestart Checklist.	☐
All mobile equipment inspected.	☐	☐	☐	All mobile equipment inspected using the specific start up and shut down checklist	☐
All fixed plant equipment inspected.	☐	☐	☐	All fixed plant equipment inspected using the relevant checklist prior to start up. All defects entered to SAP. No equipment shall be used unless safe to do so.	☐
Registered classified plant in compliance.	☐	☐	☐	Registered classified plant in compliance with the relevant legislative requirement. This includes: • Inspection, maintenance and current registration • Verification of compliance shall be to the required Standards or Codes of Practice	☐
Work facilities checked for compliance.	☐	☐	☐	Work facilities including workshops checked for compliance with relevant legislative requirement prior to work occupancy. Defects are to be entered to SAP. Work shall not commence unless safe.	☐
All personnel returning to work are fit for work.	☐	☐	☐	All personnel (including contractors) returning to work are fit for work and have either a Negative COVID 19 test result or a Medical Clearance.	☐
All personnel are fully aware of the Fatigue and Drug and Alcohol policies in place.	☐	☐	☐	All personnel are fully aware of the Fatigue and Drug and Alcohol policies in place.	☐
All personnel are competent to conduct assigned task.	☐	☐	☐	All personnel are competent to conduct assigned task and hold current permits to perform the tasks as required.	☐

Prompt	Yes	No	N/A	Explanation	Comments
Ensure adequate resources are available.	☐	☐	☐	Ensure adequate resources are available, communicated and accessible for personnel including: • Personnel Protective Equipment (PPE) including COVID-19 PPE • Safe Work Procedures • Safety risk tools (Take 5, O&I and JSA template etc.).	☐
All personnel shall undergone the Area Specific Restart Awareness.	☐	☐	☐	All personnel shall undergone the Area Specific Restart Awareness. At a minimum, awareness should reference: • SHE risks for particular area/site • Operational Plans.	☐
Statutory Inspections (274/275) conducted by Supervisors.	☐	☐	☐	Statutory Inspections (274/275) conducted by Supervisors who shall examine conditions, controls and practise in and around the workplace. • Observations and findings shall be documented and registered into INX InControl. • All corrective actions entered into the system to ensure that all non-compliances are corrected in a timely manner.	☐
Ensure that the general housekeeping conditions are being met	☐	☐	☐	Ensure that the general housekeeping conditions are being met including work areas disinfected and appropriate Covid 19 measures/controls are in place.	☐
Required Covid 19 IPC supplies are available for use:	☐	☐	☐	Required Covid 19 IPC supplies are available for use: • Face Masks • Hand sanitizer • Soap at hand washing stations • Cleaning disinfectant • Covid 19 posters.	☐
Major Hazard Covid 19 Checklist used to inspect work area	☐	☐	☐	Major Hazard Covid 19 Checklist used to inspect work area and findings including follow up actions registered into INX InControl.	☐
All critical protective systems must be in place and operational	☐	☐	☐	All critical protective systems must be in place and operational including fire extinguishers, safety showers, smoke detectors, fire suppression systems etc.	☐