



## Inspection - Weekly 274 Checklist

### Projects\_8K11 CRP Cable/Equipment Terminations - 8K11 CRP Cable/Equipment Terminations

Item #	Prompt	Responses	Comments
1	1. Premises and House Keeping	( ) Yes ( ) No	
2	1.1 Work Site access way clear and safe.	( ) Conformance ( ) Non Conformance	
3	1.2 Lighting – Switchrooms, Work areas faulty or inadequate lighting	( ) Conformance ( ) Non Conformance	
4	1.4 Storage and stacking all parts, materials in orderly manner.	( ) Conformance ( ) Non Conformance	
5	1.5 Tidiness of work areas, Yards, laying up areas use correctly	( ) Conformance ( ) Non Conformance	
6	1.6 Adequate bins provided & waste disposal done correctly.	( ) Conformance ( ) Non Conformance	
7	1.7 Quarantine of all material manage in orderly manner	( ) Conformance ( ) Non Conformance	
8	1.8 Ventilation in work areas / Switchrooms okay	( ) Conformance ( ) Non Conformance	
9	1.9 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, site office, 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 Scarf 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 Hand Tools, No modified or unauthorised tools use.	( ) Conformance ( ) Non Conformance	
17	2.7 Hand Tools, Open Bladed Knives to have sharp undamaged blade / used in correct direction away from person.	( ) Conformance ( ) Non Conformance	
18	2.8 PPE & Safety Equipment's available on site and accessible to employees	( ) Conformance ( ) Non Conformance	
19	2.9 Notices and signage, suitable (warning and danger) install were required, Exits, fire, emergency, PPE, etc.	( ) Conformance ( ) Non Conformance	
20	2.10 Ergonomics – Shall be maintained to alleviate strains.	( ) Conformance ( ) Non Conformance	
21	2.11 Environment –Ensure the equipment is protected from moisture ingress.	( ) Conformance ( ) Non Conformance	
22	2.12 Hydraulic Power Equipment shall be free from leaks	( ) Conformance ( ) Non Conformance	
23	2.14 EWP, Scissor lift operator has suitable permits and valid, including Work @ height competency.	( ) Conformance ( ) Non Conformance	
24	2.15 Machinery check list available and pre-start checks correctly and consistently done	( ) Conformance ( ) Non Conformance	
25	2.16 All hazardous materials stored in proper cabinets with adequate ventilation, labelling & identification signs, storage, MSDS in place.	( ) Conformance ( ) Non Conformance	

Item #	Prompt	Responses	Comments
26	2.17 Where Isolation of equipment is required – ATW/LOTO/PLU applied by work party done correctly.	( ) Conformance ( ) Non Conformance	
27	2.18 JSA/Take 5/RA – completed, signed off and available on site.	( ) Conformance ( ) Non Conformance	
28	3. Fire Protection and Prevention	( ) Yes ( ) No	
29	3.1 Fire Extinguishers available for appropriate fire hazards in the area.	( ) Conformance ( ) Non Conformance	
30	3.2 Fire extinguishers fully charged, inspection tags fitted, and inspection current	( ) Conformance ( ) Non Conformance	
31	3.3 Condition of fire extinguishers, check for physical damage, rust, colour coding.	( ) Conformance ( ) Non Conformance	
32	3.4 Adequate signage, labelling and demarcation done for easy identification	( ) Conformance ( ) Non Conformance	
33	3.5 Ensure oil, fuel, flammable material are stored correctly or removed as required	( ) Conformance ( ) Non Conformance	
34	4. Health and Safety Organisation	( ) Yes ( ) No	
35	4.1 All employee completed GSI, Site specific Induction and aware of site emergency procedure, contacts, alarm/sirens and master points	( ) Conformance ( ) Non Conformance	
36	4.2 Fitness for work - Aware of alcohol policy and 10 golden rule.	( ) Conformance ( ) Non Conformance	
37	4.3 First Aid Facility – Kit available and fully kitted.	( ) Conformance ( ) Non Conformance	
38	4.5 Light Vehicles – All drivers aware of LV policy and respective LV permits available & valid.	( ) Conformance ( ) Non Conformance	
39	4.6 Emergency Evacuation checks list available, consistency and correctly filled out.	( ) Conformance ( ) Non Conformance	
40	4.9 Pre-start meetings conducted daily and attended by all project members.	( ) Conformance ( ) Non Conformance	
41	4.10 Eye wash station, fixed or portable available, accessible & in operation with signage posted.	( ) Conformance ( ) Non Conformance	
42	4.11 Eye wash station, fixed or portable available, accessible & in operation with signage posted.	( ) Conformance ( ) Non Conformance	

Item #	Prompt	Responses	Comments
Item #	Explanation		
1	Premises and House Keeping		
2	Work Site access way clear and safe.		
3	Lighting – Switchrooms, Work areas faulty or inadequate lighting		
4	Storage and stacking all parts, materials in orderly manner.		
5	Tidiness of work areas, Yards, laying up areas use correctly		
6	Adequate bins provided & waste disposal done correctly.		
7	Quarantine of all material manage in orderly manner		
8	Ventilation in work areas / Switchrooms okay		
9	Emergency master point area is clearly identified with notice boards posted and accessible.		
10	2. Mechanical, Electrical & Personal Safeguarding		
11	Adequate signage and notices posted where required, construction site, site office, warning and d		
12	Ladders, Stair, Walkways and Scaffolds egress & ingress in safe manner, no obstruction etc.		
13	Scaffold built stable and with Scarf tag attached with relevant authorised person's information.		
14	All portable ladders use in good condition, properly secured and safe.		
15	Portable Electrical Equipment – all currently tagged and in good conditions.		
16	Hand Tools, No modified or unauthorised tools use.		
17	Hand Tools, Open Bladed Knives to have sharp undamaged blade / used in correct direction away from perso		
18	PPE & Safety Equipment's available on site and accessible to employees		
19	Notices and signage, suitable (warning and danger) install were required, Exits, fire, emergency, PPE, etc.		
20	Ergonomics – Shall be maintained to alleviate strains.		
21	Environment –Ensure the equipment is protected from moisture ingress.		
22	Hydraulic Power Equipment shall be free from leaks		
23	EWP, Scissor lift operator has suitable permits and valid, including Work @ height competency.		
24	Machinery check list available and pre-start checks correctly and consistently done		
25	All hazardous materials stored in proper cabinets with adequate ventilation, labelling & identificati storage, Material Safety Data Sheet in place.		
26	Where Isolation of equipment is required – ATW/LOTO/PLU applied by work party done correctly.		
27	JSA/Take 5/RA – completed, signed off and available on site.		
28	3. Fire Protection and Prevention		
29	Fire Extinguishers available for appropriate fire hazards in the area.		
30	Fire extinguishers fully charged, inspection tags fitted, and inspection current		
31	Condition of fire extinguishers, check for physical damage, rust, colour coding.		
32	Adequate signage, labelling and demarcation done for easy identification		
33	Ensure oil, fuel, flammable material are stored correctly or removed as required		
34	4. Health and Safety Organisation		
35	All employee completed GSI, Site specific Induction and aware of site emergency procedure, con alarm/sirens and master points in the event of emergency		
36	Fitness for work - Aware of alcohol policy and 10 golden rule.		
37	First Aid Facility – Kit available and fully kitted.		
38	Light Vehicles – All drivers aware of LV policy and respective LV permits available & valid.		
39	Emergency Evacuation checks list available, consistency and correctly filled out.		
40	Pre-start meetings conducted daily and attended by all project members.		
41	Eye wash station, fixed or portable available, accessible & in operation with signage posted.		
42	Eye wash station, fixed or portable available, accessible & in operation with signage posted.		