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JOB SITE INSPECTION CHECKLIST (Short Version)

WELCOME!

This sample program is provided to assist you as an employer in developing programs tailored to your own operation. We encourage you to copy, expand, modify and customize this sample as necessary to accomplish this goal. We also have available a longer, more detailed version of this checklist that you may want to consider.

This document is provided as a compliance aid, but does not constitute a legal interpretation of OSHA Standards, nor does it replace the need to be familiar with, and follow, the actual OSHA Standards (including any North Carolina specific changes.) Although this document is intended to be consistent with OSHA Standards, if an area is considered by the reader to be inconsistent, the OSHA standard should be referred to and followed. Of course, we welcome your comments and feedback!

The North Carolina Department of Labor OSH Consultative Services Bureau can be contacted for further assistance such as helping you set up your individual program and even with on-site surveys. Feel free to contact us at 1-800-NCLABOR or at 919-807-2899. You may also want to visit the Consultative Services Bureau website at: <http://www.nclabor.com/osha/consult/bcs1.htm>

Remember: A written safety/health program is only effective if it is put into place!

(COMPANY NAME)
JOBSITE INSPECTION CHECKLIST

PROJECT NAME: _____ **DATE:** _____
INSPECTED BY: _____

Instructions: This is a guideline only. Any recognized hazard shall be corrected ASAP and interim protection provided for any serious hazards not readily corrected. Issue “Safety Violation Notices” to subcontractors as appropriate. Note corrective actions taken on the back of this form, and keep completed forms on file.

<i>OK</i>	<i>NOT OK</i>	<i>DESCRIPTION OF ITEM(S) TO BE CHECKED:</i>
		First-aid kit fully stocked & accessible (protective gloves provided?)
		NCDOL Poster and “911” posted?
		Fire extinguisher(s) present, \geq “2A”, inspected monthly & yearly?
		Haz-Com Program , MSDSs and inventory list on site?
		Rebar capped, no excess debris, nails in scrap boards, trip hazards?
		GFCI protection provided and tested weekly?
		PPE: Hard-hats, safety glasses, ear protection worn when needed?
		Work boots worn—with steel toes when needed (e.g., masons)?
		Industrial Trucks/Forklifts: Operator licensed? Daily inspections? Seat belts provided and worn?
		Power/Hand Tools: With proper guards and no broken handles?
		Cords: no cuts; no black tape repairs; 3-wire type, rated HD?
		Power Tools: 3-wire grounded OR double-insulated?
		Ladders: Extend 3’ past landing; good condition, used properly?
		Temporary Lights: Bulbs installed; plastic guards, hung by loop?
		Scaffolds: Guardrails/toeboards @ 10’, ladder access, fully planked, “X” braces in place, base-plate plus mud-sill, guyed/tied as required?
		Excavations: At 5’, is sloped or shielded? Ladder \leq 25’ away, spoil \geq 2’ away, competent person on site, utilities located, traffic control?
		Fall Protection: Provided for work over 6’? Floor holes protected?
		Powder-actuated tools: Eye/ear protection? Documented training?
		Stairs: Pan stair treads filled for temporary use?
		Stairs with \geq 4 risers: At least 1 handrail, and stairrail (top and midrail) on each unprotected open side? Landing at door openings?
		Cranes: Swing radius protected; daily inspections; fire extinguisher; load & hand-signal charts posted; annual service; trained driver?
		Vehicles: Back-up alarms, horns & lights working? Seat belts used?
		Concrete/block sawing: Wet methods/dust mask/earplugs used?
		Masonry Walls adequately braced?
		Flammable Liquids: Properly stored in metal cans & labeled?
		Other: