



**CONTRACTOR JOB SITE  
CHECKLIST:**

<b>Project Name:</b>
<b>Project Location:</b>
<b>Date:</b>

<b>Name of Contractor Safety Representative:</b>
<b>Signature of Contractor Safety Representative:</b>

<b>Manual Material Handling</b>	Yes	No
Are mechanical devices being used in place of manual handling of material?		
Are ropes, slings, chains, hook, cables, and chokers in good condition?		
Proper staging of materials to minimize lifting and carrying?		
Rigging equipment inspected regularly and in good condition?		
Is the handling of bagged material limited to 50 lbs.?		
Are carrying handles being used when a single worker is carrying sheeted materials?		
<b>Housekeeping: Slips, Trips and Falls</b>	Yes	No
Are walking and working surfaces clear and free of debris?		
Are waste and trash containers provided, and used?		
Is there regular removal of waste and trash from the containers?		
Does each trade clean up after themselves?		
Is adequate temporary lighting provided?		
Is temporary storage of materials and supplies done in an organized fashion?		
<b>Fire Protection and Prevention</b>	Yes	No
Are all flammable liquid containers clearly identified?		
Are all flammable liquid containers UL of FM listed?		
Have proper storage practices for flammables been observed?		
Are extinguishers readily accessible and serviced regularly?		
Are hydrants clear and accessible for fire department personnel?		
Have gas cylinders been chained upright with valve caps securely fastened?		
Has there been proper segregation between flammable gasses?		
Proper labeling of full and empty cylinders?		
Are temporary heaters located at a safe distance from combustibles?		
Is ventilation adequate for temporary heaters?		
<b>Electrical</b>	Yes	No
Are all switch gear, panels, and devices that are energized marked and/or guarded?		
Lockout devices available/used on circuits that could become energized while being worked?		

<b>Tools: Hand and Power</b>	Yes	No
Are tools free of any obvious physical damage?		
Are tools inspected for frayed or damaged cords?		
Are tools and cords properly grounded (ground pins are in good condition)?		
Are double insulated tools in use and in good condition?		
Are the handles on all tools in good condition (not bent, splintered or broken)?		
Are all hoses on air or hydraulic tools in good condition?		
Are all shields and guards in place on the tools and in good condition?		
Operator qualified and instructed to use powder actuated tools?		
<b>Welding and Cutting</b>	Yes	No
Are non-combustible enclosures, (screens/shields) provided and used when welding?		
Welding goggles, gloves, and clothing being used by welder?		
Inspection for fire hazards after welding stops?		
Are gas cylinder, hoses, regulators, torches, torch tips and welding carts, in good condition?		
Welding and ground cables properly insulated, sized and located to avoid tripping hazards?		
Natural or mechanical ventilation adequate?		
Surrounding areas free of flammables and combustibles?		
Proper storage of gas cylinders?		
<b>Hoist, Cranes and Derricks</b>	Yes	No
Are cables and sheaves checked?		
Are slings, hooks, eyelets, chokes inspected?		
Are load capacities posted in cab?		
Are power lines at a safe distance?		
Do cranes have proper barricades around swing radius?		
Are crane inspection logs with crane?		
<b>Floor, Wall Openings, Stairways</b>	Yes	No
Floor and roof openings guarded by guardrails and toe boards or a secured cover?		
Open-sided floors/platforms six feet or higher guarded with railing, toe boards or equivalent?		

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Are all temporary circuits properly guarded and grounded?		
Are extension cords in continuous lengths without splice?		
Are GFCI's and/or Assured Equipment Grounding Conductor Program being used?		
If temporary lighting is provided, are bulbs protected against accidental breakage?		
Are working surfaces clear of cords so as not to create a tripping hazard?		
Is there a sufficient number of temporary outlets on the job site?		
Any visual signs of outlet overloading?		
<b>Hazard Communication:</b> Does the Program include:	<b>Yes</b>	<b>No</b>
A list of hazardous chemicals		
Container labeling		
Material Safety Data Sheets (MSDS)		
Employee training		
Informing other contractors		
Posting		
<b>Excavation/Trenching</b>	<b>Yes</b>	<b>No</b>
Have utility companies been notified of proposed excavation work?		
Are all tools, equipment, and shoring materials readily available prior to job start up?		
Are overhead utility lines noted and precautions taken to avoid contact with equipment?		
Is the spoil pile at least two feet from the edge of the excavation?		
Is the excavation inspected daily or more frequently when conditions could affect the soil?		
If needed, are barricades, stop logs, properly placed?		
Has soil classification been made by a competent person?		
Are excavations five feet or deeper correctly sloped, benched, shored or is a trench box used?		
Is a ladder or other means of egress provided in trenches or excavations six feet or deeper?		
When ladders are used, do they extend three feet above the surface and are they secured?		
Are shoring and shielding systems inspected daily by a competent person?		
Is the trench backfilled as soon as work is completed?		
<b>Barricading</b>	<b>Yes</b>	<b>No</b>
Are floor openings planked and secured or barricaded?		
Are direction signs used to inform the public of upcoming construction work?		
Is the sidewalk protection effective?		
Is a flag person provided to direct traffic when needed?		
Has the person been trained on how to direct traffic and the public?		
Are open excavation, road drop offs, manholes, uneven surfaces barricaded?		
<b>Ladders</b>	<b>Yes</b>	<b>No</b>
Is the proper ladder for the job being used?		
Are ladders in good condition (no missing or broken rungs)?		
Are there safety shoes/cleats on the bottom of ladders? Are they needed?		
Are non-conductive ladders available for use around live wiring?		
Are ladders tied-off at top or otherwise secured?		

Are stairs with four or more risers equipped with standard hand rail protection?		
Runways four feet or more above ground properly guarded?		
Anchor posts and framing capable of withstanding 200lb load in any direction?		
<b>Powder Activated Tools</b>	<b>Yes</b>	<b>No</b>
Operators properly trained and authorized?		
Operators use eye, face, hearing and hand protection?		
Tools inspected and tested daily before use to assure safety devices operational?		
Anchors and charges comply with tool manufacturer's specs?		
Anchorage limited to recommended materials?		
Tools loaded immediately prior to use?		
Other employees warned to expect loud noise and possible airborne debris?		
Employees who may be in harms way relocated?		
Unattended and stored tools always rendered unloaded and secure?		
<b>Concrete</b>	<b>Yes</b>	<b>No</b>
Employees working with concrete properly clothed to protect skin?		
PPE (gloves, boots, hard hats, eye/face protection) used where required?		
Employees trained to avoid hazards of cement burns and inhalation?		
Form work designed, fabricated, erected, supported, braced and maintained to support vertical and lateral loads?		
Shoring inspected prior to, during and after concrete placement?		
Scaffolding or platforms used by employees properly designed and constructed to support load?		
Scaffold platforms equipped with standard guard rails?		
Raising or lowering of concrete buckets over heads of people prohibited?		
Employees forbidden from riding concrete buckets?		
Safe access provided for equipment and vehicles?		
Safe shoring and form removal procedures established?		
Vertical reinforcing steel protected from impalement hazards?		
Lift slab operations designed and planned by a PE with all employees trained?		
Required distances maintained between overhead electrical power lines and concrete placement equipment?		
<b>Masonry</b>	<b>Yes</b>	<b>No</b>
Limited access zone established on the un-scaffold side of the wall?		
Walls properly supported to prevent overturn or collapse?		
Dust protection used during sawing, mortar mixing, or other dust generating activities?		
<b>Structural Steel</b>	<b>Yes</b>	<b>No</b>
Permanent and/or temporary flooring requirements been met?		
Temporary planking sized and installed correctly?		
Employees using the required fall protection equipment?		
Company approved fall protection program in place?		
Danger zone beneath the steel erection designated to limit unauthorized employee?		
Hoisting equipment and accessories inspected as required?		
Tag lines used to control loads?		

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Do side rails extend 36 inches above top of landing?		
Rungs or cleats uniformly spaced 10 - 14 inches apart?		
Are step ladders fully open when in use?		
<b>Scaffolding</b>	<b>Yes</b>	<b>No</b>
Are scaffold components visibly free of any physical damage? (no bent supports or bracing)		
Is scaffold properly erected with all pins and braces in place and locked?		
Are rolling scaffolds equipped with locking wheels?		
Are wheels locked when scaffold is in use?		
Is scaffold erected on a firm and substantial surface?		
Is planking of a scaffold grade?		
Planking in good condition and properly installed?		
Are toe boards and guardrails in place on scaffolds over 10 feet?		
Are workers on scaffolding protected from falling objects if overhead hazards exist?		
Ladder provided for access to scaffold work platform?		
<b>Personal Protective Equipment</b>	<b>Yes</b>	<b>No</b>
Are safety glasses with side shields being used when exposed to situations with hammering, grinding, sanding, and masonry work that may produce particles or while handling chemicals or in dusty or windy conditions where particles can enter the eye?		
Is hearing protection available for personnel that may be exposed to noisy conditions?		
Is respiratory protection available to personnel and being used when conditions require them?		
Are safety harnesses, lifelines and shock absorbing lanyards available and being used?		
Are personnel using gloves when handling sharp or rough material?		
Where required, rubber gloves with protectors-insulators being used?		
Is life saving equipment available for work over or near water?		
<b>Medical</b>	<b>Yes</b>	<b>No</b>
Are first-aid kits available and properly stocked?		
Are all emergency phone numbers posted?		
Are employees aware of the address of the site/ capable of giving directions to emergency crew?		
Is anyone trained in first aid and CPR?		

Proper erection bolting and bracing procedures followed?		
Floor, roof and wall openings protected immediately as they appear?		
Ladders, stairways, approved personnel lifts or other safe means or access?		
<b>Heavy Equipment</b>	<b>Yes</b>	<b>No</b>
Operators properly trained and authorized?		
Inspection and maintenance performed on a regular schedule?		
Bi-directional machines have operational signal horns?		
Back-up alarms operational?		
Roll over protection provided as required and with seat belts?		
Equipment clean and free of grease, oil, mud, fluids and other slipping hazards?		
Moving parts protected by guards?		
Engines shut off during refueling?		
Glass free of defects and rated as safety glass or equivalent?		
Lights, reflectors, wipers, defrosters, brakes, tires, etc. in good condition?		
Employees prohibited from riding on heavy equipment without a proper seat?		
Are haul roads properly maintained?		
<b>Aerial Lifts</b>	<b>Yes</b>	<b>No</b>
Employees using aerial lifts are trained and authorized?		
Manufacture's operation and safety rules obeyed?		
Unit safety inspected and all controls tested prior to each days use?		
Unit positioned on solid, level ground?		
Boom and basket load limits within manufacture's specs?		
Everyone in lift basket standing firmly on the floor, wearing fall prevention or protection equipment?		
Brakes set and outriggers positioned as required?		