

# Close Out Checklist

## Construction

### GENERAL

Are competent workers identified and present?

☐ Yes☐ No☐ Na

Is excavation safe from cave ins?

☐ Yes☐ No☐ Na

Is all material stored at least two feet away from the trench?

☐ Yes☐ No☐ Na

Is egress available at every two feet?

☐ Yes☐ No☐ Na

Is engineering control being used?

☐ Yes☐ No☐ Na

Is equipment away from the edge of excavation?

☐ Yes☐ No☐ Na

Is the area with silica producing activities controlled?

☐ Yes☐ No☐ Na

Are any subcontractors or workers exposed to silica dust?

☐ Yes☐ No☐ Na

Is all equipment inspected and maintained?

☐ Yes☐ No☐ Na

Are operators trained for using specific equipment?

☐ Yes☐ No☐ Na

Is all machinery working well?

☐ Yes☐ No☐ Na

Is machinery equipped with a backup alarm system?

☐ Yes☐ No☐ Na

Is operator label and warning in place?

☐ Yes☐ No☐ Na

Are overhead hazards marked?

☐ Yes☐ No☐ Na

Is crane inspection upto date?

☐ Yes☐ No☐ Na

Is the crane operator log maintained?

☐ Yes☐ No☐ Na

Are employees kept at a distance from suspended load?

☐

Yes

☐

No

☐

Na

Is crane operator trained?

☐

Yes

☐

No

☐

Na

Is the outrigger extended?

☐

Yes

☐

No

☐

Na

Are taglines used?

☐

Yes

☐

No

☐

Na

Are Covid 19 questionnaires completed daily for all workers?

☐

Yes

☐

No

☐

Na

Are chains and slings tagged?

☐

Yes

☐

No

☐

Na

Are chains and slings inspected?

☐

Yes

☐

No

☐

Na

Is social distancing practiced?

☐

Yes

☐

No

☐

Na

Is signage posted?

☐

Yes

☐

No

☐

Na

Are employees wearing face coverings when needed?

Yes

No

Na

Are commonly touched surfaces sanitized regularly?

Yes

No

Na

Sign:

SIGNATURE

Are work areas neat and clean?

Yes

No

Na

Are OSHA and DOL posters posted and visible?

Yes

No

Na

Are OSHA 300 forms posted?

Yes

No

Na

Are safety data sheets filed?

Yes

No

Na

Are safety data sheets accessible?

Yes

No

Na

Are first aid kits fully stocked?

Yes

No

Na

Are walkways clear?

☐ Yes☐ No☐ Na

Are passageways clear?

☐ Yes☐ No☐ Na

Are containers clearly labelled?

☐ Yes☐ No☐ Na

Are waste containers being used?

☐ Yes☐ No☐ Na

Are projecting nails and screws bent over or removed?

☐ Yes☐ No☐ Na

Is protruding steel bent or removed?

☐ Yes☐ No☐ Na

Are employees wearing hard hats?

☐ Yes☐ No☐ Na

Are employees wearing hearing protection?

☐ Yes☐ No☐ Na

Are employees wearing proper clothing?

☐ Yes☐ No☐ Na

Are employees wearing safety glasses?

Yes

No

Na

Are all employees wearing PPE specific to their task?

Yes

No

Na

Are terminal boxes equipped with covers required?

Yes

No

Na

Are there any extension cords with bare wires or missing ground plug?

Yes

No

Na

Are the tools being used double insulated?

Yes

No

Na

Are temporary lighting suspended in the right manner?

Yes

No

Na

Are all temporary lights in good condition?

Yes

No

Na

Are guards in place?

Yes

No

Na

Are hand tools inspected on a regular basis?

Yes

No

Na

Are the right tools being used for every job?

Yes

No

Na

Is fuel storage protected?

Yes

No

Na

Are compressed cylinders stored in the right manner?

Yes

No

Na

Are harnesses correctly worn?

Yes

No

Na

Are safety cables and rails secured well?

Yes

No

Na

Are there enough fire extinguishers on site?

Yes

No

Na

Are employees working at heights using fall protection?

Yes

No

Na

Are workers protected from falling objects?

Yes

No

Na

Is perimeter protection a place?

Yes

No

Na

Is material stored away from edges?

Yes

No

Na

Are floor openings planked over or barricaded?

Yes

No

Na

Are ladders 36" above landing?

Yes

No

Na

There are no steps at the top two rungs of the step ladder?

Yes

No

Na

Are ladders safe from tripping, slipping or falling?

Yes

No

Na

Are step ladders fully opened when in use?

Yes

No

Na

Are ladders with missing rungs kept out of service?

Yes

No

Na

Is scaffolding daily inspected?

Yes

No

Na

Is it tied to structure as per requirement?

Yes

No

Na



Is rigid footing erected on sound?

Yes

No

Na

Are guard rails, mid rails and toe boards available?

Yes

No

Na

Is planking sound and sturdy?

Yes

No

Na

Is proper access available?

Yes

No

Na