

# OSHA Office Safety Checklist

## Construction

### GENERAL

Is relevant paperwork available?

 Yes No Na

Is correct material available?

 Yes No Na

Is the job information available by the supervisor?

 Yes No Na

Is the material of optimum quality?

 Yes No Na

Are correct tools and equipment available?

 Yes No Na

Is site-specific PPE being used?

 Yes No Na

Is there a sufficient time frame allotted to tasks?

 Yes No Na

Are all required documents been signed on?

Yes No Na

Are tasks being carried out as per RAMS?

 Yes No Na

Is housekeeping good?

 Yes No Na

Is the quality of installation acceptable?

 Yes No Na

Has the asbestos report been referred to before commencement of work?

 Yes No Na

Are test results recorded?

 Yes No Na

Are pictures recorded for office use?

 Yes No Na

Is a helper available?

 Yes No Na

Is the worker able to carry out required tasks?

 Yes No Na

Is the helper aware of safety standards?

Yes No Na

Is general development acceptable?

 Yes No Na

Is housekeeping good?

 Yes No Na

Is behavior on-site acceptable?

 Yes No Na

Signature

**SIGNATURE**