

# Worksite Hazard Identification Checklist

## Transport & Logistics

### DOCUMENTATION

Is the previous audit filed?

 Yes No Na

Is the membership valid?

 Yes No Na

### ELECTRICAL

Are all electrical equipment tagged and tested?

 Yes No Na

Are all plugs, sockets, and switches in good condition?

 Yes No Na

Are there any loose wires on the floor?

 Yes No Na

Are all electrical equipment tagged and tested?

 Yes No Na

Are all plugs, sockets, and switches in good condition?

 Yes No Na

Are there any loose wires on the floor?

Yes

No

Na

## EMERGENCY AND FIRE PROTECTION

Are emergency egress and access points clearly marked?

Yes

No

Na

Are fire extinguishers in place and adequate?

Yes

No

Na

Are all fire extinguishers on date?

Yes

No

Na

Is there a dedicated emergency officer?

Yes

No

Na

Are emergency evacuation plans clearly visible?

Yes

No

Na

Has a fire drill been conducted recently?

Yes

No

Na

Are fire exits obstruction-free?

Yes

No

Na

Are all workers aware of assembly points?

Yes No Na

Are emergency egress and access points clearly marked?

 Yes No Na

Are fire extinguishers in place and adequate?

 Yes No Na

Are all fire extinguishers on date?

 Yes No Na

Is there a dedicated emergency officer?

 Yes No Na

Are emergency evacuation plans clearly visible?

 Yes No Na

Has a fire drill been conducted recently?

 Yes No Na

Are fire exits obstruction-free?

 Yes No Na

Are all workers aware of assembly points?

 Yes No Na

Are environmental controls addressed in site induction?

Yes  No  Na

Are there relevant controls in SWMS?

Yes  No  Na

Are spill kits available on site?

Yes  No  Na

Are there any high-risk activities on-site?

Yes  No  Na

Are environmental controls addressed in site induction?

Yes  No  Na

Are there relevant controls in SWMS?

Yes  No  Na

Are spill kits available on site?

Yes  No  Na

Are there any high-risk activities on-site?

Yes  No  Na

Signature

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## EQUIPMENT AND MACHINERY

Are emergency stop switches easily accessible?

 Yes No Na

Are equipment well guarded?

 Yes No Na

Are all hand tools in good condition?

 Yes No Na

Is there sufficient space between machinery and equipment?

 Yes No Na

Are there any nip points that may cause injury?

 Yes No Na

Are PPE requirements displayed?

 Yes No Na

Do workers have access to adequate PPE?

 Yes No Na

Are isolation procedures marked and evident?

 Yes No Na

Are emergency stop switches easily accessible?

Yes No Na

Are equipment well guarded?

 Yes No Na

Are all hand tools in good condition?

 Yes No Na

Is there sufficient space between machinery and equipment?

 Yes No Na

Are there any nip points that may cause injury?

 Yes No Na

Are PPE requirements displayed?

 Yes No Na

Do workers have access to adequate PPE?

 Yes No Na

Are isolation procedures marked and evident?

 Yes No Na

## FIRST AID

Are eyewash stations available?

 Yes No Na

Are all first aid kits stocked?

Yes  No  Na

Are workers aware of first aid locations?

Yes  No  Na

Is a first aider available on site?

Yes  No  Na

Are emergency numbers clearly displayed?

Yes  No  Na

Are eyewash stations available?

Yes  No  Na

Are all first aid kits stocked?

Yes  No  Na

Are workers aware of first aid locations?

Yes  No  Na

Is a first aider available on site?

Yes  No  Na

Are emergency numbers clearly displayed?

Yes  No  Na

## GENERAL

Is prework briefing conducted?

 Yes No Na

Has the job safety analysis been completed?

 Yes No Na

Has an SWMS been prepared?

 Yes No Na

Has the protection and safety officer briefed all workers on work hazards?

 Yes No Na

Do all workers have the required expertise and qualifications?

 Yes No Na

Is prework briefing conducted?

 Yes No Na

Has the job safety analysis been completed?

 Yes No Na

Has an SWMS been prepared?

 Yes No Na

Has the protection and safety officer briefed all workers on work hazards?



Yes No Na

Do all workers have the required expertise and qualifications?

 Yes No Na

Is the load labeled correctly?

 Yes No Na

Is the driver wearing the correct PPE?

 Yes No Na

Is the assistant having correct PPE?

 Yes No Na

Is a secured fire extinguisher available on site?

 Yes No Na

Is a dangerous goods operator card available in vehicles?

 Yes No Na

Does the driver have a valid license?

 Yes No Na

Is the vehicle carrying hazardous waste?

 Yes No Na

Is the vehicle registered for the same?

Yes

No

Na

Are lights functional in vehicles?

Yes

No

Na

Is the windscreen in good condition?

Yes

No

Na

Are tires in good condition?

Yes

No

Na

Are side and rear mirrors working well?

Yes

No

Na

Is the vehicle insured?

Yes

No

Na

Does the insurance cover oil spills?

Yes

No

Na

Is the waste manifest signed correctly?

Yes

No

Na

Is the vehicle inspected daily?

Yes

No

Na

Are tanks and containers in good condition?

Yes

No

Na

Is there a valid trim card for load?

Yes

No

Na

Are drivers and assistants trained to operate the vehicle?

Yes

No

Na

## GENERAL COMPLIANCE

Is the vehicle compliant?

Yes

No

Na

Additional comments

Signature

SIGNATURE

## GENERAL HOUSEKEEPING

Is there adequate lighting?

Yes

No

Na

Are walkways obstruction-free?

Yes

No

Na

Are emergency lights working?

Yes No Na

Are noise levels controlled?

 Yes No Na

Is ventilation controlled?

 Yes No Na

Are waste bins located in suitable areas?

 Yes No Na

Is there adequate lighting?

 Yes No Na

Are walkways obstruction-free?

 Yes No Na

Are emergency lights working?

 Yes No Na

Are noise levels controlled?

 Yes No Na

Is ventilation controlled?

 Yes No Na

Are waste bins located in suitable areas?

Yes

No

Na

## HAZARDOUS SUBSTANCES AND DANGEROUS GOODS

Have you done a risk assessment for hazardous goods?

Yes

No

Na

Are there sufficient controls in place?

Yes

No

Na

Are all hazardous substances clearly marked?

Yes

No

Na

Are chemical register and safety data sheets available?

Yes

No

Na

Are appropriate storage signs posted?

Yes

No

Na

Have you done a risk assessment for hazardous goods?

Yes

No

Na

Are there sufficient controls in place?

Yes

No

Na

Are all hazardous substances clearly marked?

Yes

No

Na

Are chemical register and safety data sheets available?

Yes

No

Na

Are appropriate storage signs posted?

Yes

No

Na

## MOBILE EQUIPMENT

Does mobile equipment undergo adequate risk assessment?

Yes

No

Na

Is a traffic management system in place?

Yes

No

Na

Do you have a pre-start checklist for all mobile equipment?

Yes

No

Na

Does mobile equipment undergo adequate risk assessment?

Yes

No

Na

Is a traffic management system in place?

Yes

No

Na

Do you have a pre-start checklist for all mobile equipment?

Yes

No

Na

## OPERATIONAL REQUIREMENTS

Is the vehicle clean to be operated safely?

Yes  No  Na

Is the drip tray in good condition?

Yes  No  Na

Does the operator manual have all procedures?

Yes  No  Na

Is the hose in good condition?

Yes  No  Na

Is the pump secured?

Yes  No  Na

Is the pump neat?

Yes  No  Na

Is the spill kit complete?

Yes  No  Na

Is the spill kit in good condition?

Yes  No  Na

Is a fully stocked first aid kit available?

Yes No Na

Are oily rags and filters contained using the proper method?

 Yes No Na

## PROCESS APPLICATION

Is spill procedure followed?

 Yes No Na

Are fire safety procedures followed?

 Yes No Na

Are health and safety procedures followed?

 Yes No Na