

INFRASTRUCTURE HEALTH & SAFETY ASSOCIATION INSPECTION CHECKLIST

GENERAL INFORMATION

Name: _____

Date: _____

Location: _____

Policy and Documentation

Yes No — Health & safety policies are accessible and up to date

Yes No — Roles and responsibilities are clearly defined

Yes No — Safety manuals and procedures are available on-site

Training and Competency

Yes No — Workers are trained on job-specific safety procedures

Yes No — Training records are current and verifiable

Yes No — New hires receive mandatory safety orientation

Hazard Identification and Risk Assessment

Yes No — Regular inspections are conducted to identify hazards

Yes No — Risk assessments are documented and reviewed

Yes No — Controls are in place to mitigate identified risks

Emergency Preparedness

- Yes No — Emergency exits are clearly marked and unobstructed
- Yes No — Fire extinguishers and first aid kits are readily available
- Yes No — Emergency response plans are posted and practiced

PPE and Worker Safety

- Yes No — Appropriate PPE is provided and in good condition
- Yes No — PPE use is enforced and monitored
- Yes No — PPE storage and maintenance meet safety standards

Equipment and Tools

- Yes No — Tools and equipment are maintained and inspected
- Yes No — Lockout/tagout procedures are in place and followed
- Yes No — Defective tools are removed from service immediately

Workplace Conditions

- Yes No — Work areas are clean, organized, and free of hazards
- Yes No — Signage and labels are clear and visible
- Yes No — Lighting, ventilation, and noise levels are acceptable

Incident Reporting and Investigation

- Yes No — All incidents are reported and documented
- Yes No — Investigations are conducted and corrective actions taken
- Yes No — Lessons learned are shared with staff

Communication and Culture

- Yes No — Regular safety meetings are conducted
- Yes No — Workers are encouraged to report unsafe conditions
- Yes No — Safety performance is reviewed and communicated

FINAL NOTES

Inspector Comments:

Inspector Name: _____

Inspector Email: _____

Inspection Date: _____

I confirm this inspection was completed accurately