[Company name]

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue [field] until no blue remains. Add or remove table rows to fit your needs. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

Construction safety checklist

Daily site safety - the checks that keep everyone going home safe.

Site	[Site name]
Date	[Date]
Checked by	[Name]

Checks

Check	Yes	No	N/A
Scaffolding - tagged, tied, guardrails and toe boards in place	☐	☐	☐
Edge protection and hole covers secure	☐	☐	☐
PPE worn - hard hats, hi-vis, boots, task-specific PPE	☐	☐	☐
Plant - daily checks done, keys controlled, exclusion zones	☐	☐	☐
Electrical - 110V tools, cables off the ground, no damage	☐	☐	☐
Housekeeping - walkways clear, materials stacked safely	☐	☐	☐
Hot works permit in place where needed	☐	☐	☐
Welfare - toilets, washing, drinking water, rest area	☐	☐	☐
First aid kit stocked, first aider on site	☐	☐	☐
Visitors signed in and	☐	☐	☐

inducted			

Actions required

[List any issues found and what was done]

Sign-off

Checked by	Signature	Date