

S20 – March Checklist H&SMR03

Ensure no tasks are being undertaken without appropriate risk assessments and safe systems of work in place.

Item	Checked	Non-compliance transferred onto management action plan
Consultation and communication		
Is there a safety representative on site?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Has a safety meeting been held in the last three months?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Are minutes posted on the site notice board?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Have employees carried out a site inspection and produced a report in the last three months?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Is a response to the report on the site notice board?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>

Lighting

Is there adequate lighting around the static plant?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Are all items of mobile plant correctly lit?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>

Haul roads

Is haul road edge protection in place?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Are haul roads correctly gritted?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Is the condition of surfaces free of ruts and potholes?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Are the gradients suitable?	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>

Signatures

Responsible manager	Date	Comment
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Senior manager	Date	Comment
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