Construction site inspection checklist

CHECKLIST

Mark each item OK, action needed or N/A, and note what you saw.

Site		**Principal contractor**	
Inspected by		**Date**	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Perimeter fencing and gates complete and secure; signs at entrances	☐	☐	☐	
Signing-in system in use; visitors inducted	☐	☐	☐	
Pedestrian routes separated from vehicles and plant where possible	☐	☐	☐	
Traffic routes, banksman arrangements and reversing areas as planned	☐	☐	☐	
Safe access to the public highway; mud and debris controlled	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Walkways, stairs and access routes clear	☐	☐	☐	
Materials stored safely and stacked stably	☐	☐	☐	
Waste removed regularly; skips not overfilled	☐	☐	☐	
Trailing cables and hoses routed or covered	☐	☐	☐	
Adequate lighting in work areas and access routes	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
People wearing the PPE required by the site rules and risk assessments	☐	☐	☐	
PPE in good condition; spares available for visitors	☐	☐	☐	
Task-specific PPE in use (eye, hearing, respiratory protection) where assessed	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Scaffold inspection records or tags up to date	☐	☐	☐	
Guardrails, toe boards and brick guards in place; no missing boards	☐	☐	☐	
Edge protection at slab edges, openings and stairwells	☐	☐	☐	
Openings in floors covered, fixed and marked	☐	☐	☐	
Ladders in good condition, used for suitable short-duration work and secured	☐	☐	☐	
Mobile towers and MEWPs set up as the manufacturer intends; operators trained	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Excavation inspection records up to date	☐	☐	☐	
Sides supported or battered back as planned	☐	☐	☐	
Barriers and edge protection to stop people, vehicles and materials falling in	☐	☐	☐	

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Check	OK	Action	N/A	Notes / location
Spoil and materials kept back from the edge	☐	☐	☐	
Safe means of getting in and out	☐	☐	☐	
Underground services located and marked before digging	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Plant operated by trained, authorised people	☐	☐	☐	
Daily checks recorded where required; defects reported	☐	☐	☐	
Lifting equipment examined and lifting operations planned	☐	☐	☐	
Hand tools and power tools in good condition; guards fitted	☐	☐	☐	
Temporary electrics protected and inspected	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Fire points with extinguishers and alarms in place and accessible	☐	☐	☐	
Escape routes clear and signed	☐	☐	☐	
Hot work permits in use and fire watch carried out	☐	☐	☐	
Flammable materials and gas cylinders stored correctly	☐	☐	☐	
Waste and packaging not building up near work or escape routes	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Toilets and washing facilities with hot and cold water, soap and drying	☐	☐	☐	
Drinking water available	☐	☐	☐	
Somewhere to rest and eat, and to store and dry clothing	☐	☐	☐	
Welfare facilities clean and stocked	☐	☐	☐	
First aid kit and trained first aiders identified	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Dust controlled at source (water suppression, extraction) during cutting and drilling	☐	☐	☐	
Noisy and vibrating work controlled as assessed	☐	☐	☐	
Hazardous substances stored and used as the assessments say	☐	☐	☐	
Manual handling reduced with lifting aids where planned	☐	☐	☐	

Site inspection checklist

Check	OK	Action	N/A	Notes / location
Work matches the current drawings and specification revision	☐	☐	☐	
Materials as specified; approved samples available for comparison	☐	☐	☐	
Manufacturers' installation instructions followed	☐	☐	☐	

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Check	OK	Action	N/A	Notes / location
Work to be covered up inspected and recorded first	☐	☐	☐	
Fire stopping and cavity barriers installed and recorded before they are hidden	☐	☐	☐	
Completed work protected from damage by following trades	☐	☐	☐	
Previous defects fixed and checked	☐	☐	☐	