

CONTRACTOR/SUB-CONTRACTOR - H&S MONITORING RECORD

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|---|-------------------------|---|------------------------------|-----------------------------|
| CONTRACTOR: | CLIENT/LOCATION: | DESC. OF WORK: | | |
| <i>Items found to be satisfactory mark "Y". Items requiring attention "Number" and enter comment in box below. Those items that may be applicable but which have not been monitored on this occasion mark "*" to indicate item not monitored. Items that are not applicable mark "N/A".</i> | | | | |
| Accident/Incident Procedure/Records | | Restrictions/Prohibitions (enforcement) | | |
| Competent H&S Person/s (on site) | | Risk Assessments (available/relevant) | | |
| Control of Hazardous Substances | | Safe Means of Access/Egress | | |
| Construction Phase Plan | | Security (procedure/control/adherence) | | |
| Control of Sub-contractors | | Signage (appropriate/displayed) | | |
| Drawings/Plans (available/maintained) | | Site Induction Records (up to date) | | |
| Environment (dust/fumes/noise/vibration) | | Site Rules (awareness/adherence) | | |
| Fire/Emergency Plan/Precautions/Controls | | Statutory Inspection/Test Records | | |
| First Aid (facilities/arrangements) | | Storage (arrangements/facilities) | | |
| H&S Monitoring (available/actioned) | | Timing Plan/Schedule of Work | | |
| H&S File (CDM projects only) | | Training Records (inc toolbox talks) (up to date) | | |
| Housekeeping/Cleanliness (rubbish etc) | | Vehicles/Equipment (suitable/maintained) | | |
| Insurance/H&S Law Poster (displayed) | | Visitors (procedure/control/adherence) | | |
| Method Statements | | Waste (storage/disposal) | | |
| Minutes of Meetings (records/actioned) | | Welfare Arrangements/Facilities | | |
| Moving/Handling (procedure/assessment/control) | | Working at Height (adopting safe system) | | |
| Operator Competence (evidence) | | Others (list): | | |
| Parking/Vehicle Movements (inc deliveries) | | | | |
| Permits to Work (available/adherence) | | | | |
| Personal Protective Equipment (PPE) | | Site Inspection (spot check only) | | |
| No | COMMENTS | Level* | ACTION PROPOSED/TAKEN | NAME & SIGNATURE |
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| INSPECTED BY: | | SIGNATURE: | REF: | DATE: |

* Action Level: H = High (immediate) M = Medium (week) L = Low (month) N = Note