

## Site Inspections

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Safety Management Services offers periodic job site inspections as part of its regular service to clients. For additional information, contact:

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# Site Inspections

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## OSHA 29 CFR PART 1926

### Subpart C - General Safety and Health Provisions -

§1926.20 General safety and health provisions.

(b) Accident prevention responsibilities.

(1) It shall be the responsibility of the employer to initiate and maintain such programs as may be necessary to comply with this part.

(2) Such programs shall provide for frequent and regular inspections of the job sites, materials, and equipment to be made by competent persons designated by the employers.

### **SITE INSPECTION:**

A practical inspection or analysis of the work environment involves a variety of work site examinations in order to identify existing hazards and conditions and operations in which changes might occur to create new hazards. Unawareness of a hazard stemming from failure to examine the work site is a sign that safety and health policies and/or practices are ineffective.

Effective management actively analyzes the work and work site to anticipate and prevent harmful occurrences. In order that all hazards and potential hazards are identified, the following measures are recommended.

1. Conduct comprehensive base-line work site surveys for safety and health, and comprehensive update surveys.
2. Analyze planned and new facilities processes, material and equipment.
3. Perform routine job hazards analyses.
4. Conduct regular site safety and health inspection so that new or previously missed hazards and failures in hazards control are identified.
5. Provide a reliable system for employees to notify management personnel about conditions that appear hazardous, and to receive timely and appropriate response and encourage employees to use the system without fear of reprisal. This utilizes employee insight and experience in safety and health protection and allows employee concerns to be addressed.
6. Investigate accidents and "near miss" incidents so that patterns with common causes can be identified and prevented.
7. Analyze injury and illness trends over time, so that patterns with common causes can be identified and prevented.
8. Conduct ongoing training of supervisors, foremen, and employees to satisfy OSHA policies (See the chapter on Training).

SAFETY MANAGEMENT SERVICES recommends the following inspection list as an example for your company's regular job site inspection.  
(See: Job Site Hazard Recognition Report- next page)

# JOB SITE HAZARD RECOGNITION REPORT

Page 1

<b>COMPANY INSPECTED:</b>			
Foreman:		Date:	
Job Location:		Job #:	
Inspected By: (COMPANY)			
Inspector's Name:		Phone #:	
<b>FIRST AID / EMERGENCY</b>	<b>✓ OK</b>	<b>ACTION NEEDED</b>	<b>COMMENTS</b>
First Aid Kit / Supplies			
Access to Site Clear			
OSHA Form 2203 - Posted			
OSHA Form 200 (if required)			
Other			
<b>PERSONAL PROTECTIVE EQUIPMENT</b>	<b>✓ OK</b>	<b>ACTION NEEDED</b>	<b>COMMENTS</b>
Hard Hats			
Eye / Face Protection			
Ear Protection			
Respiratory Protection			
Caps for Rebar			
Other			
<b>FALL PROTECTION</b>	<b>✓ OK</b>	<b>ACTION NEEDED</b>	<b>COMMENTS</b>
Stanchions			
Harnesses			
Lifelines			
Perimeter Guarding			
Floor Openings			
Netting			
Working Over Water			
Other			
<b>LADDERS</b>	<b>✓ OK</b>	<b>ACTION NEEDED</b>	<b>COMMENTS</b>
In Good Condition			
Securely Tied Off			
36" Above Landing			
Proper Placement			
Other			
<b>SCAFFOLDS</b>	<b>✓ OK</b>	<b>ACTION NEEDED</b>	<b>COMMENTS</b>
Erected by Competent Person			
Footing / Ancorages			
Guard Rails / Toeboards			
Side Screens (if required)			
Proper Maintenance			
Proper & Full Planking			
Other			
<b>WRITTEN PROGRAMS (if required)</b>	<b>✓ OK</b>	<b>ACTION NEEDED</b>	<b>COMMENTS</b>
General Safety Program			
HAZCOM			
MSDS's			
Fall Protection			
Other (as requested)			
<b>COMMENTS:</b>			

## JOB SITE HAZARD RECOGNITION REPORT Page 2

ELECTRICAL	✓ OK	ACTION NEEDED	COMMENTS
GFCI's or Color Coding			
Adequate Lighting			
Power Sources Tested			
Cords Protected			
Lockout / Tagout (if required)			
Other			
MATERIAL HANDLING / STORAGE	✓ OK	ACTION NEEDED	COMMENTS
Proper Material Handling			
Stacks Secure / Neat / Protected			
No Excessive Heights			
Stored Away From Openings			
Pipe Inventory Stacks / Bins			
Other			
LIFT TRUCKS / JLG / SCISSOR	✓ OK	ACTION NEEDED	COMMENTS
Properly Maintained			
Proper Training / Documented			
Lift Capacity Verified			
Tie-Offs Where Required			
Hazard Clearances Verified			
Other			
FUEL STORAGE / COMPRESSED GAS	✓ OK	ACTION NEEDED	COMMENTS
Self Closing Gas Cans			
Fuel Cans Properly Marked			
Proper Storage			
Compressed Gas Stored Upright			
Stored Outdoors (LP)			
Proper Separation of Gasses			
Other			
FIRE PREVENTION	✓ OK	ACTION NEEDED	COMMENTS
Proper Fire Extinguishers			
Adequate in Number			
Proper Placement / Access			
Water Supply (if needed)			
Other			
SANITATION	✓ OK	ACTION NEEDED	COMMENTS
Adequate Drinking Water			
Proper Dispensing Containers			
Toilets (Adequate & Number)			
Other			
SIGNS / SIGNALS / BARRICADES	✓ OK	ACTION NEEDED	COMMENTS
Site Perimeter Guarded			
Open Sided Floors / Toeboards			
Stairways / Railings / Steps			
Other			
TOOLS: HAND AND POWER	✓ OK	ACTION NEEDED	COMMENTS
Proper Tools Provided			
Proper Tools Being Used			
Inspection and Maintenance			
Proper Training Done or Scheduled			
All Required Guards In Place			
Other			
<b>COMMENTS:</b>			
SITEINSP.PUB 4/14/94			

# SAFETY RECOMMENDATION

DATE \_\_\_\_\_

COMPANY \_\_\_\_\_

JOB SITE \_\_\_\_\_

LOCATION \_\_\_\_\_

HAZARDS \_\_\_\_\_

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SUGGESTIONS FOR CORRECTION \_\_\_\_\_

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ACTION TAKEN \_\_\_\_\_

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SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

