Lakeside
Interior Contractors Inc.

Pre-Task Planning /Daily Report

Job Name: General Contractor: Foreman: Date:

Additional Employees/Other Notes:

Pre-task Checklist:

Item	Comments	Yes	No	n/a
Task Defined				
PPE Required				
Hard Hat				
Safety Glasses				
High Visibility Outerwear				
Hearing Protection				
Respirators				
Hand and Foot Protection				
Safety Requirements met				
Fall Protection				
Fire Prevention				
Permits Required				
Tool Needs Indentified				
Equipment Needs Identified				
Personnel Available				
Correct Skills				
Proper Equipment				

Notes:

All forms must be turned in weekly. Please check applicable meeting box below.

Prior to Start: ☐ Change in Job Conditions: ☐ After Lunch: ☐