Construction Phase (Health & Safety) Plan for
WH173 – Monier Road
Project Weekly HS&E Inspection Record

Project Name:		Phase:	
Site Address:		Region	
Name of person undertaking Inspection:		Date:	
Area(s) Inspected:			

Checklist [Tick/Click appropriate box]	Satisfactory? Yes	Satisfactory? No	Checklist [Tick/Click appropriate box]	Satisfactory? Yes	Satisfactory? No
1. Administration			**2. Health & Welfare**		
• Project Construction Phase Plan	☐	☐	• First Aid (equipment & training)	☐	☐
• Project Health & Safety Drawing	☐	☐	• Toilets & Washing facilities	☐	☐
• Project Fire Plan	☐	☐	• Eating (canteen + heating) / Drinking (water + heating)	☐	☐
• Project Traffic Management Plan	☐	☐	• Drying room	☐	☐
• Project Lifting Plan	☐	☐	• Hand Arm Vibration exposure (HAV's)	☐	☐
• Tool Box Talk records	☐	☐	• Noise Exposure	☐	☐
• Risk Assessments & Method Statements	☐	☐	• Manual Handling	☐	☐
• F10 & Employers Liability Cert displayed	☐	☐	• Hazardous Substances exposure	☐	☐
• Notices / Posters Displayed (Site Noticeboard)	☐	☐	• Ventilation of storage containers	☐	☐
• Accident Book / Reporting / Investigations / Returns	☐	☐	**3. Good Order**		
• Induction Records	☐	☐	• Cable Management	☐	☐
• COSHH Assessments	☐	☐	• Footpaths / Corridors / Stairways	☐	☐
• Scaffold / Working at Height	☐	☐	• Lighting levels	☐	☐
Equipment Handover Certificates & Inspection Registers			• Waste Management	☐	☐
• Mobile Plant (e.g. Forklift) Inspection Registers	☐	☐	• Segregation of vehicles / pedestrians	☐	☐
• Static Plant (e.g. Hoist / Cranes) Inspection Registers	☐	☐	• Housekeeping	☐	☐
			• Holes / voids protected	☐	☐
• Work Equipment (e.g. Harnesses) Inspection Registers	☐	☐	• Management of storage / materials	☐	☐
• Daily Sign In / Out Register	☐	☐	• Planning of deliveries	☐	☐
• Permits to work (e.g. Hot Works)	☐	☐	• Traffic Management / Parking	☐	☐
• Emergency Contact Numbers	☐	☐	• Communication of 'Good Order / Work	☐	☐

Checklist [Tick/Click appropriate box]	Satisfactory? Yes	Satisfactory? No	Checklist [Tick/Click appropriate box]	Satisfactory? Yes	Satisfactory? No
4. Good Work			**7. Fire Protection / Prevention**		
Training			• Adequate Fire Points (Extinguishers / type / locations)	☐	☐
• Supervision	☐	☐		☐	☐

• Inductions	☐	☐
• Toolbox Talks	☐	☐
Safe Systems of Work		
• Risk Assessments	☐	☐
• Method Statements	☐	☐
• Permit Systems	☐	☐
Observed Behaviour and Attitude		
• Compliance with Site Rules	☐	☐
• Unsafe Behaviour	☐	☐
• Compliance with Safe Systems of Work	☐	☐
• Consideration for other personnel	☐	☐
5. Working Platforms / Fall Protection		
• Suitability of working at height arrangements (e.g. Steps / Ladders / Podiums / Scaffolds / Work Restraint, etc)	☐	☐
• General condition of components (e.g. Scaffold Boards, Steps, harnesses, etc)	☐	☐
• Appropriate Training (e.g. PASMA, Leading Edge, SG04, etc)	☐	☐
• Unloading vehicles	☐	☐
6. Work Places		
• Excavations: Access & Egress / Protection / Barriers / Warning signs / Supervision	☐	☐
• Protection & Identification of Overhead / Underground Services	☐	☐

• Fire procedures	☐	☐
• Hot Work Precautions	☐	☐
• Fire Alarms / Sounders	☐	☐
• Fire rated (1207) protection (inc Monoflex)	☐	☐
8. Mobile Plant & Equipment		
• Operator Competence	☐	☐
• Safe Use of Mobile Cranes Form	☐	☐
• Temporary Electrical Supply	☐	☐
• Maintenance and Appliance testing PAT	☐	☐
• Abrasive Wheels Training	☐	☐
9. P.P.E.		
• Hard Hats / Safety Boots / Hi Viz / Gloves	☐	☐
• Carrying of Eye Protection	☐	☐
• Task specific protection (Masks Etc)	☐	☐
10. Training & Information		
• Up to date Induction presentation	☐	☐
• Task specific (e.g. PASMA (Towers))	☐	☐
• CSCS cards	☐	☐
11. Emergency / Permit Procedures		
• Fire alarm tests	☐	☐
• Fire evacuation drills	☐	☐
• Daily issue of Permits (e.g. Hot Works / Confined Spaces / Dig)	☐	☐

• **12. Public Protection**		
• Condition & Suitability of boundary protection (e.g. Hoarding / Heras Panels, etc)	☐	☐
•		
• Site Security & Gate Control	☐	☐
• Health & Safety Signage	☐	☐
• Works in Public Highway (e.g. Roadworks)	☐	☐
• Arrangements for phased occupation	☐	☐
• Public protection Risk Review meetings up to date	☐	☐

• **13. Environmental**		
• Fuel Storage / Bunding / Protection	☐	☐
• Spill kits available	☐	☐
• Creation of Nuisance (Dust / Noise / Vibration / Odour / Light)	☐	☐
• Segregation of Waste	☐	☐
• Storm Water Protection	☐	☐
• Tree protection in place	☐	☐
14. Sales / Non site based staff		
• Adequate arrangements with	☐	☐

	Sales team for access to site (where agreed) and Lone Working.

Item ref	Observations/Actions Arising	Actioned	
		By	Date Rectified
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General comments:

Signed:		**Print Name:**	