

Audit findings are expressed in the following manner on the audit checklist:

- Non-conformity (major)
- Non-conformity (minor)
- Opportunity for improvement

Classification	Non-compliance with	Typical form	Reaction of the audited unit
<b>Non-conformity (major)</b>	Binding requirements that must be observed by the audited unit (laws, official regulations, other external requirements, customer requirements etc.)	<ul style="list-style-type: none"> <li>▪ Systematic and relevant systematic deviations</li> <li>▪ Accumulation of minor non-conformities</li> <li>▪ Relevant impact on occupational safety, health, environment, nearby areas or finances</li> <li>▪ Relevant legal consequences are to be expected</li> </ul>	<ul style="list-style-type: none"> <li>▪ Immediate action</li> <li>▪ Corrective action</li> <li>▪ Cause analysis</li> <li>▪ Deadline</li> <li>▪ Responsible person</li> <li>▪ Follow up</li> </ul>
<b>Non-conformity (minor)</b>		<ul style="list-style-type: none"> <li>▪ Individual or minor cases and/or minor deviations</li> <li>▪ Minor impact on occupational safety, health, environment, nearby areas or finances</li> <li>▪ Minor legal consequences are to be expected</li> </ul>	<ul style="list-style-type: none"> <li>▪ Corrective action</li> <li>▪ Cause analysis</li> <li>▪ Deadline</li> <li>▪ Responsible person</li> <li>▪ Follow up</li> </ul>
<b>Opportunity for improvement</b>	Best practices	<ul style="list-style-type: none"> <li>▪ The binding requirements are observed</li> <li>▪ There are no immediately recognizable negative effects</li> <li>▪ Possible improvement of processes, procedure, effectiveness, efficiency</li> </ul>	<ul style="list-style-type: none"> <li>▪ Evaluation and feedback on further action</li> </ul>

































FALL PROTECTION			
Evaluation Criteria	Non-Conformity (major)	Non-Conformity (minor)	Opportunity for Improvement
<ul style="list-style-type: none"> <li><input type="checkbox"/> A subcontractor competent person for fall protection is present during activities requiring fall protection</li> <li><input type="checkbox"/> A fall protection work plan is completed and approved by the PSO/PSM and SSR for any work over 6 feet</li> <li><input type="checkbox"/> Authorized users of fall protection systems/equipment have been trained</li> <li><input type="checkbox"/> PFAS anchor points are capable of supporting 5,000 lbs or twice the maximum arresting force</li> <li><input type="checkbox"/> All ramps, runways, and other walkways crossing or covering openings of four feet or more are protected</li> <li><input type="checkbox"/> All hole covers are clearly marked "HOLE" in RED 12 inch lettering and are securely attached</li> <li><input type="checkbox"/> Hole covers are inspected daily by the Centennial Superintendent and/or PSO</li> <li><input type="checkbox"/> Warning line systems are properly erected/maintained and are only used on low slope applications</li> <li><input type="checkbox"/> Employees and bystanders accessing areas below elevated work surfaces are protected from falling objects</li> <li><input type="checkbox"/> PFAS are inspected by the users prior to each use</li> <li><input type="checkbox"/> PFAS and components are inspected by a competent person as required by the manufacturer</li> <li><input type="checkbox"/> Fall protection components found to be defective/damaged are removed from the project site</li> <li><input type="checkbox"/> Fall protection equipment is properly stored and maintained</li> <li><input type="checkbox"/> Employees using a PFAS are protected from swing fall hazards</li> <li><input type="checkbox"/> Adequate calculated clearances are maintained for employees using PFAS</li> <li><input type="checkbox"/> Emergency rescue procedures have been established and are to be performed by employees trained in rescue</li> <li><input type="checkbox"/> Guardrail systems are erected and maintained to comply with OSHA 29 CFR 1926 subpart M</li> </ul>			
<p><b>Audit conclusion:</b></p>			



EXCAVATION AND TRENCHING			
Evaluation Criteria	Non-Conformity (major)	Non-Conformity (minor)	Opportunity for Improvement
<ul style="list-style-type: none"> <li><input type="checkbox"/> Utility locates have been performed prior to initiating excavation/trenching activities</li> <li><input type="checkbox"/> A competent person has completed a soil analysis ( both manual and visual test)</li> <li><input type="checkbox"/> Employees and subcontractors have been trained prior to entry into any excavation</li> <li><input type="checkbox"/> Excavation/trench inspections are conducted by the competent person daily/prior to the start of each shift</li> <li><input type="checkbox"/> Physical barriers have been established around excavations to prevent public access/serve as a warning system</li> <li><input type="checkbox"/> If required, walkways/bridges protected by guardrails have been provided to cross over excavations</li> <li><input type="checkbox"/> Adequate access and egress has been provided in all excavations/trenches 4 feet or more in depth</li> <li><input type="checkbox"/> A confined space determination has been made by a competent person for all excavations 4 feet or more</li> <li><input type="checkbox"/> Atmospheric monitoring has been established/completed for employees working in excavations 4' or deeper</li> <li><input type="checkbox"/> Engineering controls are implemented to eliminate hazardous atmospheres in the excavation if necessary</li> <li><input type="checkbox"/> An Excavation and Trenching plan has been completed for all excavations greater than 5 feet in depth</li> <li><input type="checkbox"/> Spoil piles are placed a minimum of 2 feet from the edge of excavation/trench</li> <li><input type="checkbox"/> The competent person has evaluated the impact of excavation/trenching activities on adjacent structures and/or adjoining buildings</li> <li><input type="checkbox"/> All personnel are protected from cave in when entering an excavation of 5 feet or more in depth</li> <li><input type="checkbox"/> Protective systems have been properly installed/maintained in excavations 5 feet or more in depth</li> </ul>			
<p><b>Audit conclusion:</b></p>			







HUMAN FACTORS AND ERGONOMICS			
Evaluation Criteria	Non-Conformity (major)	Non-Conformity (minor)	Opportunity for Improvement
<input type="checkbox"/> Work areas, tools and human positioning have been evaluated for the potential to cause injury <input type="checkbox"/> Centennial employees and subcontractors have been trained in potential ergonomic hazards <input type="checkbox"/> Engineering, administrative controls and PPE are utilized as needed to prevent ergonomic injury			
<p><b>Audit conclusion:</b></p>			

MOTOR VEHICLE SAFETY			
Evaluation Criteria	Non-Conformity (major)	Non-Conformity (minor)	Opportunity for Improvement
<ul style="list-style-type: none"> <li><input type="checkbox"/> Centennial employees wear seatbelts while operating vehicles (driver or passenger)</li> <li><input type="checkbox"/> Centennial vehicles are inspected, maintained and serviced in regular intervals</li> <li><input type="checkbox"/> Centennial vehicles are only used in safe operating conditions</li> <li><input type="checkbox"/> Centennial vehicles shall only be operated by approved employees</li> <li><input type="checkbox"/> All motor vehicle incidents are reported and documented on the Motor Vehicle Incident Report</li> <li><input type="checkbox"/> Only hands free devices are used by the driver while operating a vehicle</li> </ul>			
<p><b>Audit conclusion:</b></p>			
<p><b>Auditor Questions:</b></p> <p>How are employees made aware of motor vehicle safety?</p> <p>If employees are involved in a MV accident what reports are generated?</p>			



ENVIRONMENTAL PROTECTION			
Evaluation Criteria	Non-Conformity (major)	Non-Conformity (minor)	Opportunity for Improvement
<ul style="list-style-type: none"> <li><input type="checkbox"/> All projects and activities have been evaluated for potential environmental impacts</li> <li><input type="checkbox"/> Centennial employees are trained in the potential environmental impact of construction activities</li> <li><input type="checkbox"/> Appropriate permits are obtained based on activities and local jurisdictions</li> <li><input type="checkbox"/> Appropriate measures are taken to control water runoff and dust on project sites</li> <li><input type="checkbox"/> Environmental management plans are created and submitted as determined by the contract</li> </ul>			
<p><b>Audit conclusion:</b></p>			





