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| Site Name: | HV Asset Replacement Phase 1 – Stevenston Point WwTW | | | | | | |
| Job No.: | P1064 | | | | | | |
| Inspection by: | Scott Gallacher | | Date: | | | | 22 July 2019 |
|  | |  | |  |  |  | |
| **AREA INSPECTED** | | **YES** | | **NO** | **N/A** | **COMMENTS** | |
| **ACCESS AND EGRESS** | | | | | | | |
| Are Pedestrian and Vehicle Routes adequately separated? | |  | |  |  |  | |
| Are Crossing Points defined? | |  | |  |  |  | |
| Are stairways fitted with handrails? | |  | |  |  |  | |
| Are guard rails fitted at openings and edges? | |  | |  |  |  | |
| Are access areas adequately lit? | |  | |  |  |  | |
| **PERSONAL PROTECTIVE EQUIPMENT** | | | | | | | |
| Is PPE being worn as below: | |  | |  |  |  | |
| Safety Helmet | |  | |  |  |  | |
| Eye Protection | |  | |  |  |  | |
| Hand Protection (Gloves) | |  | |  |  |  | |
| Safety Footwear | |  | |  |  |  | |
| High Visibility clothing | |  | |  |  |  | |
| Hearing Protection (where required) | |  | |  |  |  | |
| Respiratory Protection/Face Fit (where required) | |  | |  |  |  | |
| Other - | |  | |  |  |  | |
| **HOUSEKEEPING** | | | | | | | |
| Are passageways clear of excess materials and equipment? | |  | |  |  |  | |
| Are passageways clear of cables? | |  | |  |  |  | |
| Are working areas free from excess waste? | |  | |  |  |  | |
| Are materials stored tidily and safely? | |  | |  |  |  | |
| Does it appear that waste is cleared regularly? | |  | |  |  |  | |
| Are cables and leads in good condition? | |  | |  |  |  | |
| Are trailing cables protected / routed to prevent damage? | |  | |  |  |  | |
| **ALUMINIUM TOWERS** | | | | | | | |
| Do aluminium towers appear satisfactory? | |  | |  |  |  | |
| Are guardrails present? (950mm high – no gap >470mm) | |  | |  |  |  | |
| Are toe boards used? (150mm high) | |  | |  |  |  | |
| Are brakes applied while in use? | |  | |  |  |  | |
| Is exclusion zone in place? | |  | |  |  |  | |
| Is tower tagged and within date (inspection every 7 days)? | |  | |  |  |  | |
| Is PASMA certified operative on site (Name, Card expiry) | |  | |  |  |  | |
| **SCAFFOLDING** | | | | | | | |
| Does condition appear satisfactory? | |  | |  |  |  | |
| Is scaffold tagged and within date (7 days)? | |  | |  |  |  | |
| Are toe boards present? | |  | |  |  |  | |
| Is safe access to platform provided? | |  | |  |  |  | |
| If ladders are used for access, are they secured? | |  | |  |  |  | |
| Are guard rails in place at all edges? | |  | |  |  |  | |
| Are platforms fully boarded? | |  | |  |  |  | |
| Is signage in place to prevent use of incomplete scaffold? | |  | |  |  |  | |
| **ELECTRICAL EQUIPMENT** | | | | | | | |
| Does electrical equipment appear in good condition? | |  | |  |  |  | |
| Is it subject to regular test/inspection? (PAT Test)? | |  | |  |  |  | |
| Do extension cables appear in good condition? | |  | |  |  |  | |
| **OPENINGS & EXCAVATIONS** | | | | | | | |
| Is adequate protection to openings in place? | |  | |  |  |  | |
| Are exclusion zones in place for machinery movements? | |  | |  |  |  | |
| Is there safe access to excavations? (e.g. suitable ladder) | |  | |  |  |  | |
| Are materials stored away from excavation edges? | |  | |  |  |  | |
| Is excavation supported or battered to safe angle? | |  | |  |  |  | |
| Is excavation inspected by competent person? | |  | |  |  |  | |
| **MEWPS (Scissor Lifts, Cherry Pickers etc)** | | | | | | | |
| Is exclusion zone in place? | |  | |  |  |  | |
| Does condition appear satisfactory? | |  | |  |  |  | |
| Is operation and use satisfactory? | |  | |  |  |  | |
| Is the equipment stable? | |  | |  |  |  | |
| Does the equipment have a current report of thorough examination? | |  | |  |  |  | |
| **AREA INSPECTED** | | **YES** | | **NO** | **N/A** | **COMMENTS** | |
| **STORAGE** | | | | | | | |
| Are all materials, tools and equipment stored neatly in a manner which does not cause problems or hindrance to others? | |  | |  |  |  | |
| **ROOF WORK** | | | | | | | |
| Is edge protection available to stop falls or falling objects? | |  | |  |  |  | |
| Is safety netting in use to prevent falls? | |  | |  |  |  | |
| Where nets are used, have these been hung safely? | |  | |  |  |  | |
| Are fragile or incomplete surfaces adequately protected? | |  | |  |  |  | |
| Is an exclusion zone in place below roof work? | |  | |  |  |  | |
| **FIRE PRECAUTIONS** | | | | | | | |
| Are sources of fuel stored separately from ignition sources? | |  | |  |  |  | |
| Are Fire Extinguishers available and in good condition, are the safety pins in place? | |  | |  |  |  | |
| Are flammables stored appropriately? | |  | |  |  |  | |
| Is Fire Exit signage clearly visible? | |  | |  |  |  | |
| Are exit routes clear? | |  | |  |  |  | |
| **LADDERS & STEPLADDERS** | | | | | | | |
| Could ladders be replaced with other, safer access? | |  | |  |  |  | |
| Are ladders in good condition? | |  | |  |  |  | |
| Are ladders secured? | |  | |  |  |  | |
| Are ladders being used safely? | |  | |  |  |  | |
| **HOT WORKS** | | | | | | | |
| Is there a Hot Work Permit in place for these works? | |  | |  |  |  | |
| Have all combustible materials in the location been removed or protected? | |  | |  |  |  | |
| Is a fire extinguisher present at the location? | |  | |  |  |  | |
| Have wall and floor openings and staircases been protected? | |  | |  |  |  | |
| Have others been excluded from the area? | |  | |  |  |  | |
| Have warning signs been posted? | |  | |  |  |  | |
| Is a fire watch maintained for 1 hour after hot work has ceased? | |  | |  |  |  | |
| **MANUAL HANDLING** | | | | | | | |
| Are heavy materials moved by mechanical means? | |  | |  |  |  | |
| Are persons trained in good handling techniques? | |  | |  |  |  | |
| **MECHANICAL PLANT** | | | | | | | |
| Are plant operations carried out in safe areas? | |  | |  |  |  | |
| Is there clearance around slewing vehicles? | |  | |  |  |  | |
| Are banksmen in use for manoeuvring? | |  | |  |  |  | |
| Do vehicles appear to be adequately maintained? | |  | |  |  |  | |
| Are operators certified for the plant in use? | |  | |  |  |  | |
| Are loads properly secured? | |  | |  |  |  | |
| **TOOLS and MACHINERY** | | | | | | | |
| Are the right tools or machinery being used for the job? | |  | |  |  |  | |
| Are all dangerous areas of machinery guarded? | |  | |  |  |  | |
| Are tools and machinery in good repair and operating correctly? | |  | |  |  |  | |
| Are operatives trained and competent? | |  | |  |  |  | |
| **CRANE and LIFTING OPERATIONS** | | | | | | | |
| Does lifting equipment appear to be suitable for the task? | |  | |  |  |  | |
| Has lift been properly planned? | |  | |  |  |  | |
| Is crane on firm and level base, are outriggers set properly? | |  | |  |  |  | |
| Are operator, signaller, slinger trained and competent? | |  | |  |  |  | |
| Are persons excluded from lifting and slew areas? | |  | |  |  |  | |
| Does lifting equipment and accessories have current certification? | |  | |  |  |  | |
| **HAZARDOUS SUBSTANCES** | | | | | | | |
| Have hazardous substances been identified? | |  | |  |  |  | |
| Is an Asbestos Register available? | |  | |  |  |  | |
| Is there any possible risk of contact with asbestos within the work area? | |  | |  |  |  | |
| Are assessments in place for hazardous substances in use? | |  | |  |  |  | |
| Is health surveillance in place for operatives exposed? | |  | |  |  |  | |
| Are hazardous materials stored safely? | |  | |  |  |  | |
| Are PPE requirements for hazardous substance being complied with? | |  | |  |  |  | |
| **CONFINED SPACES** | | | | | | | |
| Are operatives trained and competent to access? | |  | |  |  |  | |
| Have all necessary precautions been put in place? | |  | |  |  |  | |
| **NOISE** | | | | | | | |
| Have noise generating activities been assessed? | |  | |  |  |  | |
| Is workers exposure to noise monitored? | |  | |  |  |  | |
| Is an exclusion area in place for noisy activities? | |  | |  |  |  | |
| Is suitable hearing protection available and worn? | |  | |  |  |  | |
| **VIBRATION** | | | | | | | |
| Have vibration levels of equipment been assessed and made known to operatives? | |  | |  |  |  | |
| Is vibration exposure monitored? | |  | |  |  |  | |
| Do vibrating tools appear to be maintained? | |  | |  |  |  | |
| **WELFARE** | | | | | | | |
| Are toilets readily available, clean and properly lit? | |  | |  |  |  | |
| Are there washbasins, hot and cold water, soap and towels? | |  | |  |  |  | |
| Is there somewhere to change, dry and store clothing? | |  | |  |  |  | |
| Is drinking water available? | |  | |  |  |  | |
| Is there a place where workers can sit and prepare food? | |  | |  |  |  | |
| **OTHER** | | | | | | | |
| Are dust generating activities protected by exclusion zones, signage and is extraction in use? | |  | |  |  |  | |
| **COMMENTS or ADDITIONAL INFORMATION** | | | | | | | |
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