

## Audit/Inspection Checklist

<b>Code Title</b>	OSH Management In Construction	<b>Code No.</b>	OSHJ-CoP-02	<b>Rev. No.</b>	1.0
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Sr.	Checklist Item	Clause in the Code	Acceptable means of compliance
1	Is the Safety and Health Plan prepared, available, and maintained?	5.1 : The Safety and Health Plan	<ul style="list-style-type: none"> <li>– Copy of Safety and Health Plan at site</li> <li>– Evidence of update/review, if required</li> </ul>
2	Is the risk assessment conducted to assess the associated risks?	5.3 : Risk Assessment	<ul style="list-style-type: none"> <li>– Copy of Risk assessment</li> </ul>
3	Are the safety method statements available for critical activities?	5.4 :Safety Method Statements	<ul style="list-style-type: none"> <li>– Copy of safety method statement</li> </ul>
4	Is there permit to work system available to control the critical activities?	5.5: Permit to Work	<ul style="list-style-type: none"> <li>– Copy PTW records</li> <li>– Copy of PTW procedure</li> </ul>
5	Is the construction site and activities managed through adequate supervision?	5.6: Site Management and Supervision	<ul style="list-style-type: none"> <li>– Site induction training</li> <li>– Site safety signs</li> <li>– Records of Tool-box talks</li> <li>– Copy of Safety inspection records</li> <li>– Copy of maintenance records</li> <li>– Copy training records</li> <li>– Visual verification site supervision for the activities</li> </ul>
6	Are site rules developed, communicated, implemented, and monitored?	5.7 : Site Rules	<ul style="list-style-type: none"> <li>– Copy of the site rules /</li> <li>– Copy of communication records/</li> <li>– Displayed site rules /</li> </ul>



			<ul style="list-style-type: none"><li>– Interview the employees for the information of site rules, if required</li></ul>
7	Are the employees and others in the site provided with induction training?	5.8 : Site Induction	<ul style="list-style-type: none"><li>– Copy of induction training record</li><li>– Interview the employees for the information of induction training, if required</li></ul>
8	Is the construction site secured?	5.9: Securing the Construction Site	<ul style="list-style-type: none"><li>– Perimeter fencing;</li><li>– Signage's</li><li>– Means of securing hazardous materials</li><li>– Barrier off or cover over excavations or pits</li><li>– Isolating and immobilizing vehicles and plant</li><li>– Storage and securing of building materials</li><li>– Remove access ladders from excavations and scaffolding</li></ul>
9	Are there necessary arrangements to protect the public from work activity?	5.10 : Protecting the Public when Working in Public Places	<ul style="list-style-type: none"><li>– Proper barricading;</li><li>– Signage;</li><li>– Prevention of falling objects, if required;</li><li>– Traffic management, if required</li></ul>
10	Is the demolition process has been planned and carried in a safety way?	5.11: Demolition, Dismantling and Structural Alteration	<ul style="list-style-type: none"><li>– Check the demolition plan.</li><li>– Visual verification of the demolition process</li></ul>
11	Are the reported incidents investigated and necessary control	5.12: Reporting incidents	<ul style="list-style-type: none"><li>– Check the documented incident reporting system.</li></ul>



	measures implemented according to the entities reporting system?		<ul style="list-style-type: none"><li>– Copy training records for incident reporting and investigation.</li><li>– Copy of the incident records</li><li>– Copy of investigation reports</li><li>– Evidence of implementation of identified control measures.</li></ul>
12	Are the employees wearing adequate PPE provided by the entity?	5.13: Personal Protective Equipment	<ul style="list-style-type: none"><li>– Copy of PPE distribution record</li><li>– Visual verification</li></ul>
13	Are the employees provided with necessary training according to their work activity and those are recorded?	6 : Training	<ul style="list-style-type: none"><li>– Training matrix</li><li>– Copy of training records</li></ul>
14	Is the emergency plan developed, implemented and available at site?	7 : Emergency Preparedness and Response	<ul style="list-style-type: none"><li>– Copy of the emergency plan</li><li>– Copy of evacuation procedure</li><li>– Interview the employees for the awareness of emergency arrangements, where required</li></ul>
15	Are there necessary arrangement for firefighting in the site?	7.1 : Fire	<ul style="list-style-type: none"><li>– Copy of the firefighter training certificate</li><li>– Visual verification for the availability of firefighting equipment and others</li></ul>
16	Are there necessary arrangements for first aid in the site?	7.2 : First Aid	<ul style="list-style-type: none"><li>– Training records of the first aiders</li><li>– First aid records</li><li>– Display of first aider information</li></ul>