

# CONSTRUCTION JOBSITE SAFETY CHECKLIST:

The following information is sourced from OSHA, an organization dedicated to assuring safe and healthful working conditions for working men and women by setting and enforcing standards and by providing training, outreach, education and assistance.

## How to Keep Your Team Safe So They're Ready to Work

### Personal Protective Equipment (PPE)

#### EYE AND FACE PROTECTION

- Safety glasses or face shields should be worn anytime work operations can cause foreign objects getting into the eyes such as welding, cutting, grinding, nailing, etc.
- Select eye and face protectors based on anticipated hazards
- Wear safety glasses or face shields when exposed to any electrical hazards

#### HEAD PROTECTION

- Wear hard hats where there is a potential for falling objects
- Routinely inspect hard hats for dents, cracks or deterioration
- Replace hard hats have a heavy blow or electrical shock
- Keep hard hats in a good condition

#### HAND PROTECTION

- Ensure gloves fit snugly
- Check that workers are wearing the right gloves for the job

#### FOOT PROTECTION

- Ensure workers wear work shoes or boots with slip-resistant and puncture-resistant soles
- Ensure safety-toed footwear is worn to prevent crushed toes when working around heavy equipment or falling objects

### Equipment Safety

#### SCAFFOLDING

- Check that all scaffolding is set on ground footing
- Inspect for damaged parts that could affect the strength of the scaffold and remove if necessary
- Inspect that the scaffold has not been altered and is fully planked
- Remind workers not to move scaffolds horizontally while workers are on them unless they are designed to be mobile and workers have been properly trained on procedures
- Communicate that workers are not permitted to work on scaffolds when covered with snow, ice or other slippery materials
- Check that scaffolds are never within 10 feet of power lines
- Communicate that workers are not permitted to work on scaffolds in bad weather or high winds unless a manager has determined it is safe to do so

- Check that ladders, boxes, barrels or buckets or other makeshift platforms are not used to raise work height
- Communicate that scaffolds should not be loaded with more weight than they were designed to support

#### ELECTRICAL SAFETY

- Communicate that work on new and existing energized electrical circuits is prohibited until all power is shut off and grounds are attached
- Ensure that an effective lockout/tagout system is in place
- Make sure all frayed, damaged or work electrical cords or cables are promptly replaced
- Inspect all extension cords for grounding prongs
- Protect flexible cords and cables from damage
- Use extension cord sets with portable electric tools and appliances that are three-wire type and designed for hard or extra-hard service
- Ensure that all electrical tools and equipment are maintained in safe condition and checked regularly for defects and taken out of service if a defect is found
- Do not bypass any protective system or device designed to protect employees from contact with electrical energy
- Locate and identify all electrical powerlines
- Ensure that ladders, scaffolds, equipment or materials never come within 10 feet of electrical power lines
- Prohibit all multiple plug adapters

#### FLOOR AND WALL OPENINGS

- Check that all floor openings are guarded by a secured cover, a guardrail or equivalent on all sides
- Check that toeboards are installed around the edges of permanent floor openings

#### ELEVATED SURFACES

- Make sure that signs are posted showing the elevated surface load capacity
- Check for surfaces elevated more than 48 inches above the floor or ground have standard guardrails
- Ensure that all elevated surfaces have standard 4-inch toeboards
- Identify that a permanent means of entry/exit with handrails is provided to elevated storage and work surfaces
- Identify that materials are piled, stacked or racked in a way that prevents it from tipping, falling, collapsing, rolling or spreading

#### CRANE SAFETY

- Make sure that cranes and derricks are restricted from operating within 10 feet of any electrical power line
- Make sure the upper rotating structure supporting the boom and materials being handled is provided with an electrical ground while working near transmitter towers
- Identify that each crane is equipped with a load chart
- Ensure that the operator can determine the angle and length of the crane boom at all times
- Make sure there are accessible areas within the crane's swing radius are barricaded

- Check that illustrations of hand signals to crane and derrick operations are posted on the job site
- Check that all broken, worn or damaged wire rope is removed from service
- Ensure all guardrails, hand holds and steps are provided for safe and easy access to and from all areas of the crane
- Ensure that all load testing reports/certifications are available
- Perform and maintain initial and annual inspections of all hoisting and rigging equipment
- Check that only properly trained and qualified operators are allowed to work with hoisting and rigging equipment

#### FORKLIFT SAFETY

- Check that forklift truck operators are competent to operate these vehicles safely as demonstrated by their successful completion of training and evaluation
- Inspect forklifts daily for proper condition of brakes, horns, steering, forks and tires
- Identify that forklifts meet the design and construction requirements
- Obtain written approval from the truck manufacturer for any modification or additions which affect capacity and safe operation of the vehicle
- Inspect the capacity, operation and maintenance instruction plates, tags or decals
- Check that battery charging is conducted in areas specifically designated for that purpose
- Ensure material handling equipment is provided for handling batteries, including conveyors, overhead hoists or equivalent devices
- Ensure that precautions are taken to prevent open flames, sparks or electric arcs in battery charging areas
- Check that load and forks are fully lowered, controls neutralized, power shut off brakes set when a powered industrial truck is left unattended
- Ensure there is sufficient headroom for the forklift and operator under overhead installations, lights, pipes, sprinkler systems, etc.
- Check that overhead guards are in place to protect the operator against falling objects
- Monitor that trucks are operated at a safe speed
- Check that all loads are kept stable, safety arranged and fit within the rated capacity of the truck
- Remove unsafe and defective trucks from service

## Communication

#### HAZARD COMMUNICATION

- Place a list of hazardous substances used in the workplace so that it's readily available at the worksite
- Develop a written hazard communication program addressing Safety Data Sheets (SDS), labeling and employee training
- Check that each container of a hazardous substance is labeled with product identity and a hazard warning
- Ensure that Safety Data Sheets are readily available at all times for each hazardous substance used
- Conduct an effective employee training program for hazardous substances