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Kingston
Landscape Group

QMS100213

Site inspection form

Title Page

* Project Name

Text answer

Client Name

Text answer

Location

Text answer

Inspection Date

Date/time

Enter Date and Time:

___ ___ / ___ ___ / ___ ___ ___

___ ___ : ___ ___ AM / PM

Conducted by

Text answer

Open Actions

Have all actions identified from previous inspections been closed out?

Select one

☐ Yes

☐ No

☐ N/A

Workforce & Supervision

Is there a competent supervisor on site?

Select one

☐ Yes

☐ No

☐ N/A

Are the operatives on site trained?

Select one

☐ Yes

☐ No

☐ N/A

Are current certifications in date?

Select one

☐ Yes

☐ No

☐ N/A

Have the operatives undergone site inductions?

Select one

☐ Yes

☐ No

☐ N/A

PPE Compliance

Are safety shoes being worn, and in a serviceable condition?

Select one

☐ Yes

☐ No

☐ N/A

Is fully compliant Hi-Vis being worn?

Select one

☐ Yes

☐ No

☐ N/A

Are appropriate gloves available and worn for all relevant tasks?

Select one

☐ Yes

☐ No

☐ N/A

Is eye protection being worn, where required?

Select one

☐ Yes

☐ No

☐ N/A

Is hearing protection worn, where required?

Select one

☐ Yes

☐ No

☐ N/A

Is task specific PPE available and worn when needed?

Select one

☐ Yes

☐ No

☐ N/A

Risk Control

Are RAMS available, and signed by all operatives?

Select one

☐ Yes

☐ No

☐ N/A

Are the RAMS relevant to tasks being carried out?

Select one

☐ Yes

☐ No

☐ N/A

Have toolbox talks been conducted?

Select one

☐ Yes

☐ No

☐ N/A

Are there any risks not currently being adequately controlled, if yes please specify below?

Select one

☐ Yes

☐ No

☐ N/A

Uncontrolled risks:

Text answer

Safe Working Practices

Are all tools in good order, and being used correctly?

Select one

☐ Yes

☐ No

☐ N/A

Is all machinery being used in a safe manner?

Select one

☐ Yes

☐ No

☐ N/A

Is manual handling being conducted using best technique, where possible?

Select one

☐ Yes

☐ No

☐ N/A

Are the operatives maintaining KLG housekeeping standards?

Select one

☐ Yes

☐ No

☐ N/A

Plant & Equipment

Has equipment daily check been carried out?

Select one

☐ Yes

☐ No

☐ N/A

Are there any defects on the equipment?

Select one

☐ Yes

☐ No

☐ N/A

Have these defects been reported?

Select one

☐ Yes

☐ No

☐ N/A

Are all guards in place?

Select one

☐ Yes

☐ No

☐ N/A

Are trained operators the only users of equipment?

Select one

☐ Yes

☐ No

☐ N/A

Site Controls

Is the KLG area segregated?

Select one

☐ Yes

☐ No

☐ N/A

Are there appropriate signage and barriers in place?

Select one

☐ Yes

☐ No

☐ N/A

Are members of the public protected from KLG works?

Select one

☐ Yes

☐ No

☐ N/A

Is there safe ingress and egress from the work area?

Select one

☐ Yes

☐ No

☐ N/A

Welfare & Environment

Do operatives have access to appropriate welfare facilities?

Select one

☐ Yes

☐ No

☐ N/A

Is there suitable access to drinking water available to operatives?

Select one

☐ Yes

☐ No

☐ N/A

Is KLG waste being suitably managed?

Select one

☐ Yes

☐ No

☐ N/A

Are the hazards from dust & noise being adequately controlled?

Select one

☐ Yes

☐ No

☐ N/A

Emergency Procedures

Is there adequate first aid provisions, within the operatives on site?

Select one

☐ Yes

☐ No

☐ N/A

Is the first aid kit well stocked and in date?

Select one

☐ Yes

☐ No

☐ N/A

Are site emergency procedures known to the operatives?

Select one

☐ Yes

☐ No

☐ N/A

Are fire risks from KLG works being adequately controlled?

Select one

☐ Yes

☐ No

☐ N/A