

# PROJECT SAFETY AUDIT

Project/Contractor Name:

Supervisor :

Date :

Auditor :

**FINAL SCORE : 100.00%**

Safety recommendations should be included on the final page of this audit.  
The rating system below is to be used as a guide when completing this audit.

N/A- Not Applicable 0- Poor or Lacking 1- Marginal Compliance 2- Good Compliance

|          |  | Points Possible | Points Awarded | %              |
|----------|--|-----------------|----------------|----------------|
| <b>A</b> | <b>Administration and Project Controls</b>   |                 |                |                |
| 1        | Signage is in place to direct visitors to the main office                                | 3               | 3              |                |
| 2        | New hire and/or site orientation given prior to work assignment                          | 3               | 3              |                |
| 3        | Toolbox meeting held by each supervisor. Review documentation & sample ee's.             | 3               | 3              |                |
| 4        | Copy of Safety Policy and Steel Erection Plan available on site                          | 3               | 3              |                |
| 5        | Right to Know training conducted and MSDS's on site                                      | 3               | 3              |                |
| 6        | Safety Pretask planning (SPTP) & Task Haz Analysis developed and reviewed with employees | 3               | 3              |                |
| 7        | All required Federal & State posters and notices are posted at jobsite                   | 3               | 3              |                |
| 8        | Subcontractors are monitored for safety compliance                                       | 3               | 3              |                |
|          | <b>SCORE THIS SECTION</b>  | <b>24</b>       | <b>24</b>      | <b>100.00%</b> |
| <b>B</b> | <b>Hoisting and Rigging Equipment</b>  |                 |                |                |
| 1        | All hoisting and rigging equipment in good condition                                     | 3               | 3              |                |
| 2        | All hoisting and rigging equipment has current inspection                                | 3               | 3              |                |
| 3        | Proper rigging techniques used   | 3               | 3              |                |
| 4        | Rigging properly inspected prior to each use   | 3               | 3              |                |
| 5        | Rigging properly stored, (out of the weather/dirt/mud)                                   | 3               | 3              |                |
| 6        | Multiple lift rigging fabricated and rated by rigging manufacturer                       | 3               | 3              |                |
| 7        | Softeners used as required   | 3               | 3              |                |
|          | <b>SCORE THIS SECTION</b>  | <b>21</b>       | <b>21</b>      | <b>100.00%</b> |
| <b>C</b> | <b>Confined Space Entry</b>  |                 |                |                |
| 1        | Confined Spaces clearly identified with signs  | 3               | 3              |                |
| 2        | Employees properly trained in confined space work  | 3               | 3              |                |
| 3        | Proper atmospheric testing done prior to entry and as needed throughout occupancy        | 3               | 3              |                |
| 4        | Effective communication established between workers                                      | 3               | 3              |                |
| 5        | Proper lighting available to workers   | 3               | 3              |                |
| 6        | Buddy system implemented   | 3               | 3              |                |
| 7        | Rescue equipment available as needed   | 3               | 3              |                |
| 8        | Toxic or dangerous gases not taken into confined spaces                                  | 3               | 3              |                |
| 9        | Permits used as need, completed at beginning of each shift and kept on file              | 3               | 3              |                |
|          | <b>SCORE THIS SECTION</b>  | <b>27</b>       | <b>27</b>      | <b>100.00%</b> |
| <b>D</b> | <b>Cranes/ Signalpersons</b>   |                 |                |                |
| 1        | Daily and Annual Inspection is done as required  | 3               | 3              |                |
| 2        | Operator has certification for crane being operated                                      | 3               | 3              |                |
| 3        | Cribbing is in good condition and being used properly                                    | 3               | 3              |                |
| 4        | Qualified Riggers/ Signalpersons   | 3               | 3              |                |
| 5        | Hand signals posted and communication established with operator and ground personnel     | 3               | 3              |                |
| 6        | Swing radius properly barricaded   | 3               | 3              |                |
| 7        | Established crane communication plan   | 3               | 3              |                |
|          | <b>SCORE THIS SECTION</b>  | <b>21</b>       | <b>21</b>      | <b>100.00%</b> |
| <b>E</b> | <b>Electrical: General Hazards</b>   |                 |                |                |
| 1        | WELDING LEADS REPAIRED   | 3               | 3              |                |
| 2        | NO REPAIRS WITHIN 10' STINGER  | 3               | 3              |                |
| 3        | Assured Grounding Program or GFCI's used at jobsite                                      | 3               | 3              |                |
| 4        | Worn damaged cables removed from service   | 3               | 3              |                |
| 5        | Wiring performed only by qualified personnel   | 3               | 3              |                |

|                           |  |           |           |                |
|---------------------------|--|-----------|-----------|----------------|
| 6                         | Lockout and tag out procedures are implemented prior to initiation of component work | 3         | 3         |                |
| 7                         | Area's around electrical ground transformers clear for 30"                           | 3         | 3         |                |
| 8                         | Electrical hazards posted  | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |  | <b>24</b> | <b>24</b> | <b>100.00%</b> |

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| <b>F</b>                  | <b>Excavations</b>   |                        |                       |                |
|---------------------------|--|------------------------|-----------------------|----------------|
|                           |  | <b>Points Possible</b> | <b>Points Awarded</b> | <b>%</b>       |
| 1                         | Competent person at jobsite <i>Name(s):</i>  | 3                      | 3                     |                |
| 2                         | Proper access and egress provided every 25-ft. ( <i>ladders, ramps, stairs</i> )   | 3                      | 3                     |                |
| 3                         | Soils properly classified (Type A, B, C or Stable Rock)                            | 3                      | 3                     |                |
| 4                         | Underground utilities have been properly located                                   | 3                      | 3                     |                |
| 5                         | Daily documented inspections conducted/tab data available for trench boxes/shoring | 3                      | 3                     |                |
| 6                         | Excavations properly sloped, shored or employees protected by a rated trench box   | 3                      | 3                     |                |
| 7                         | Spoil piles and materials stored at least 2' from top of excavation                | 3                      | 3                     |                |
| <b>SCORE THIS SECTION</b> |  | <b>21</b>              | <b>21</b>             | <b>100.00%</b> |

| <b>G</b>                  | <b>Fall Protection</b>  |           |           |                |
|---------------------------|---|-----------|-----------|----------------|
| 1                         | Written Fall Prevention Plan is on-site and has been reviewed with employees            | 3         | 3         |                |
| 2                         | Body harness required and worn in a proper manner                                       | 3         | 3         |                |
| 3                         | Lanyards/shock absorbing, are adequately secured to suitable anchorage                  | 3         | 3         |                |
| 4                         | Static lines installed properly and capable of supporting 5,000 lbs. of force           | 3         | 3         |                |
| 5                         | Fall protection equipment is used only for fall protection                              | 3         | 3         |                |
| 6                         | Fall protection equipment/systems maintained and have current inspection                | 3         | 3         |                |
| 7                         | 100% tie off policy being used  | 3         | 3         |                |
| 8                         | Floor and wall openings properly guarded and identified                                 | 3         | 3         |                |
| 9                         | Anchor points / Horizontal life lines provide adequate access at all working elevations | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |   | <b>27</b> | <b>27</b> | <b>100.00%</b> |

| <b>H</b>                  | <b>Fire Protection</b>   |           |           |                |
|---------------------------|--|-----------|-----------|----------------|
| 1                         | Flammables stored properly   | 3         | 3         |                |
| 2                         | Oxygen and combustibles separated by 20' or a 5' tall, 1/4" steel plate separates them | 3         | 3         |                |
| 3                         | Containers labeled as to content   | 3         | 3         |                |
| 4                         | Fire extinguishers properly located and inspected                                      | 3         | 3         |                |
| 5                         | Flash arrestors installed  | 3         | 3         |                |
| 6                         | Compressed gas cylinders properly stored (Upright, solid base, secured)                | 3         | 3         |                |
| 7                         | Regulator gauges properly attached and maintained                                      | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |  | <b>21</b> | <b>21</b> | <b>100.00%</b> |

| <b>I</b>                  | <b>First Aid/Medical Facilities</b>  |          |          |                |
|---------------------------|--|----------|----------|----------------|
| 1                         | Facility or personnel within 5 minutes or qualified jobsite personnel identified | 3        | 3        |                |
| 2                         | First Aid supplies available and emergency numbers posted at jobsite             | 3        | 3        |                |
| <b>SCORE THIS SECTION</b> |  | <b>6</b> | <b>6</b> | <b>100.00%</b> |

| <b>J</b>                  | <b>Housekeeping</b>   |           |           |                |
|---------------------------|---|-----------|-----------|----------------|
| 1                         | Project work areas are clean and free of excess trash, debris                 | 3         | 3         |                |
| 2                         | Walkways and passageways clear  | 3         | 3         |                |
| 3                         | Material or equipment properly stored   | 3         | 3         |                |
| 4                         | Electrical cords, hoses, welding leads, etc. elevated to prevent trip hazards | 3         | 3         |                |
| 5                         | Scrap material free of protruding nails or other puncture hazards             | 3         | 3         |                |
| 6                         | Trash receptacles are provided, drinking water w/ cups and bathrooms provided | 3         | 3         |                |
| 7                         | Barricades, and/or rebar caps installed and maintained                        | 3         | 3         |                |
| 8                         | Laydown Area clean and organized  | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |   | <b>24</b> | <b>24</b> | <b>100.00%</b> |

| <b>K</b>                  | <b>Ladders</b>   |           |           |                |
|---------------------------|--|-----------|-----------|----------------|
| 1                         | Stairs or ladders in use for elevations changes as required                          | 3         | 3         |                |
| 2                         | Regularly inspected and in good condition  | 3         | 3         |                |
| 3                         | Metal ladders not used around electricity  | 3         | 3         |                |
| 4                         | Ladders properly secured, properly angled (4:1) and extend 36" above working surface | 3         | 3         |                |
| 5                         | Step ladders fully opened and locked   | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |  | <b>15</b> | <b>15</b> | <b>100.00%</b> |

| <b>L</b> | <b>Manlifts/Aerial lifts</b>  |   |   |  |
|----------|---|---|---|--|
| 1        | Manlifts/Aerial lifts inspected prior to use  | 3 | 3 |  |
| 2        | Employees trained in proper use   | 3 | 3 |  |
| 3        | Fall protection used as required  | 3 | 3 |  |
| 4        | Lifts & baskets kept at least 10' from power lines, plus .4" for each 1kv over 50,000 volts | 3 | 3 |  |

|                           |   |           |           |                |
|---------------------------|---|-----------|-----------|----------------|
| 5                         | Platforms are cleaned out and unnecessary items removed                       | 3         | 3         |                |
| 6                         | Lift is being used within it's capacity                                       | 3         | 3         |                |
| 7                         | Employees are standing flat on platform (feet and legs are inside the basket) | 3         | 3         |                |
| 8                         | Lift is on a solid surface, to prevent tip over                               | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |   | <b>24</b> | <b>24</b> | <b>100.00%</b> |

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|                           |   | Points Possible | Points Awarded | %              |
|---------------------------|---|-----------------|----------------|----------------|
| <b>M</b>                  | <b>Personal Protective Equipment</b>                                |                 |                |                |
| 1                         | Hard hats worn and maintained as required                           | 3               | 3              |                |
| 2                         | Hearing protection worn as required                                 | 3               | 3              |                |
| 3                         | Eye protection when required, worn in a proper manner               | 3               | 3              |                |
| 4                         | Proper foot protection worn for job performed                       | 3               | 3              |                |
| 5                         | Face shield or goggles worn as required for grinding, welding, etc. | 3               | 3              |                |
| 6                         | Respiratory protection hazards evaluated and addressed              | 3               | 3              |                |
| 7                         | Employees wearing proper hand protection when needed, i.e. gloves   | 3               | 3              |                |
| 8                         | Safety vest worn when exposed to traffic or where required          | 3               | 3              |                |
| 9                         | SLEEVES ON SHIRT - COVER SHOULDERS                                  | 3               | 3              |                |
| <b>SCORE THIS SECTION</b> |   | <b>27</b>       | <b>27</b>      | <b>100.00%</b> |

|                           |  |           |           |                |
|---------------------------|--|-----------|-----------|----------------|
| <b>N</b>                  | <b>Scaffolds</b>   |           |           |                |
| 1                         | Erected under direction of a Competent Person  | 3         | 3         |                |
| 2                         | Built on a secure base   | 3         | 3         |                |
| 3                         | Structural members are sound and properly secured  | 3         | 3         |                |
| 4                         | Planking of adequate grade and properly secured against movement                           | 3         | 3         |                |
| 5                         | Proper planking overhang of 6" minimum and 12" maximum observed                            | 3         | 3         |                |
| 6                         | Adequate top & mid railing installed to withstand 200 lbs.; toe boards installed as needed | 3         | 3         |                |
| 7                         | Scaffold properly tagged to indicate compliance after inspected by competent person        | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |  | <b>21</b> | <b>21</b> | <b>100.00%</b> |

|                           |   |           |           |                |
|---------------------------|---|-----------|-----------|----------------|
| <b>O</b>                  | <b>Tools and Equipment</b>                              |           |           |                |
| 1                         | Electrical cords in good condition                      | 3         | 3         |                |
| 2                         | Tools are maintained in a safe condition                | 3         | 3         |                |
| 3                         | Tools are properly carried and stored                   | 3         | 3         |                |
| 4                         | Pneumatic / hydraulic hose connections properly secured | 3         | 3         |                |
| 5                         | Proper tools are used for the job performed             | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |   | <b>15</b> | <b>15</b> | <b>100.00%</b> |

|                           |   |          |          |                |
|---------------------------|---|----------|----------|----------------|
| <b>P</b>                  | <b>Traffic Control</b>  |          |          |                |
| 1                         | Proper set-up & clean (signs, buffer, tapers etc.) (MHT or TCP available) | 3        | 3        |                |
| 2                         | Traffic control personnel using proper signaling and equipment            | 3        | 3        |                |
| 3                         | Traffic control personnel have received proper training                   | 3        | 3        |                |
| <b>SCORE THIS SECTION</b> |   | <b>9</b> | <b>9</b> | <b>100.00%</b> |

|                           |  |           |           |                |
|---------------------------|--|-----------|-----------|----------------|
| <b>Q</b>                  | <b>LIFTING TECHNIQUES &amp; BODY POSITIONING</b> |           |           |                |
| 1                         | PROPER LIFTING TECHNIQUES USED                   | 3         | 3         |                |
| 2                         | PROPER BALANCE                                   | 3         | 3         |                |
| 3                         | WORKING WITHIN LIFTING CAPACITY - 50LBS          | 3         | 3         |                |
| 4                         | LIFTING WITH LEGS                                | 3         | 3         |                |
| 5                         | OVER EXTENSION OF ARMS OR LEGS MINIMIZED         | 3         | 3         |                |
| 6                         | PINCH POINTS IDENTIFIED / EXPOSURE MINIMIZED     | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |  | <b>18</b> | <b>18</b> | <b>100.00%</b> |

|                           |  |           |           |                |
|---------------------------|--|-----------|-----------|----------------|
| <b>R</b>                  | <b>Vehicles / Mobile Equipment</b>                                   |           |           |                |
| 1                         | Daily walk arounds conducted on all equipment                        | 3         | 3         |                |
| 2                         | Seat belts provided and used   | 3         | 3         |                |
| 3                         | Lights, brakes, horns, back-up alarms, etc. appear to be functioning | 3         | 3         |                |
| 4                         | Pickups, trucks, suvs are cleaned inside and out on a regular basis  | 3         | 3         |                |
| 5                         | Forklift operators have documentation of passing forklift training   | 3         | 3         |                |
| 6                         | Employees use 3-point contact when entering and exiting equipment    | 3         | 3         |                |
| 7                         | Licenses or certifications as required                               | 3         | 3         |                |
| <b>SCORE THIS SECTION</b> |  | <b>21</b> | <b>21</b> | <b>100.00%</b> |

|          |                           |   |   |  |
|----------|---------------------------|---|---|--|
| <b>S</b> | <b>Others (Write ins)</b> |   |   |  |
| 1        |                           | 3 | 3 |  |
| 2        |                           | 3 | 3 |  |

|                           |  |          |          |                |
|---------------------------|--|----------|----------|----------------|
| 3                         |  | 3        | 3        |                |
| <b>SCORE THIS SECTION</b> |  | <b>9</b> | <b>9</b> | <b>100.00%</b> |

|                                  |  |            |            |                |
|----------------------------------|--|------------|------------|----------------|
| <b>TOTAL AUDIT POINTS SCORED</b> |  | <b>375</b> | <b>375</b> | <b>100.00%</b> |
|----------------------------------|--|------------|------------|----------------|

|  |  |  |  |  |
|--|--|--|--|--|
| <b>AUDIT DISTRIBUTION</b>                |  |  |  |  |
| <i>Corporate Safety Director</i>         |  |  |  |  |
| <i>Project Manager</i>                   |  |  |  |  |
| <i>Project Superintendent</i>            |  |  |  |  |
| <i>Project Safety File (Signed copy)</i> |  |  |  |  |

|                      |               |                   |
|----------------------|---------------|-------------------|
| <b>Audit Summary</b> | <b>Area :</b> | <b>Location :</b> |
|----------------------|---------------|-------------------|

|                    |               |                        |
|--------------------|---------------|------------------------|
| <b>Supervisor:</b> | <b>Date :</b> | <b>Score : 100.00%</b> |
|--------------------|---------------|------------------------|

|                  |                 |               |
|------------------|-----------------|---------------|
| <b>Signature</b> | <b>POSSIBLE</b> | <b>ACTUAL</b> |
|------------------|-----------------|---------------|

|           |  |    |    |         |
|-----------|--|----|----|---------|
| <b>A.</b> |  | 24 | 24 | 100.00% |
|           |  |    |    |         |
| <b>B.</b> |  | 21 | 21 | 100.00% |
|           |  |    |    |         |
| <b>C.</b> |  | 27 | 27 | 100.00% |
|           |  |    |    |         |
| <b>D.</b> |  | 21 | 21 | 100.00% |
|           |  |    |    |         |
| <b>E.</b> |  | 24 | 24 | 100.00% |
|           |  |    |    |         |
| <b>F.</b> |  | 21 | 21 | 100.00% |
|           |  |    |    |         |
| <b>G.</b> |  | 27 | 27 | 100.00% |
|           |  |    |    |         |
| <b>H.</b> |  | 21 | 21 | 100.00% |
|           |  |    |    |         |
| <b>I.</b> |  | 6  | 6  | 100.00% |
|           |  |    |    |         |

|    |  |    |    |         |  |
|----|--|----|----|---------|--|
| J. |  | 24 | 24 | 100.00% |  |
|    |  |    |    |         |  |
| K. |  | 15 | 15 | 100.00% |  |
|    |  |    |    |         |  |
| L. |  | 24 | 24 | 100.00% |  |
|    |  |    |    |         |  |
| M. |  | 27 | 27 | 100.00% |  |
|    |  |    |    |         |  |
| N. |  | 21 | 21 | 100.00% |  |
|    |  |    |    |         |  |
| O. |  | 15 | 15 | 100.00% |  |
|    |  |    |    |         |  |
| P. |  | 9  | 9  | 100.00% |  |
|    |  |    |    |         |  |
| Q. |  | 18 | 18 | 100.00% |  |
|    |  |    |    |         |  |
| R. |  | 21 | 21 | 100.00% |  |
|    |  |    |    |         |  |
| S. |  | 9  | 9  | 100.00% |  |
|    |  |    |    |         |  |

**Report Dist:** Corporate Safety Director  
Project Manager  
Project Superintendent  
Project Safety File (signed copies)

**Note:**  
See accompanying letter for training recommendations