

## E J & D J Graves Plumbers

### Take 5 Pre-Start Safety Checklist

This checklist will help workers and contractors who are working on new or external worksites reduce their exposure to health and safety risks and hazards. It should take 5 minutes to complete.

Date/Time	
Location	
Supervisor/Manager	
Attendees	

<b>Before starting work:</b>			
1. Do you have to do an induction?	Yes	No	NA
2. Do you need to be accompanied while on site?	Yes	No	NA
3. Do you know the site's health and safety rules?	Yes	No	NA
4. Are you familiar with security arrangements and the system	Yes	No	NA
5. Are there emergency facilities and an evacuation procedure/route for the site?	Yes	No	NA
6. Do you have access to appropriate emergency and first aid equipment?	Yes	No	NA
7. Have you asked the person in charge about all relevant hazards?	Yes	No	NA
8. If the work involves a high risk task (such as work at heights, hot-work, confined spaces), is a work permit/safe work method statement required?	Yes	No	NA
9. Do you have the correct procedures and equipment to do the work safely?	Yes	No	NA
10. Is there a requirement to lock/tag-out equipment or isolate/contain energy before starting work?	Yes	No	NA
11. Is there appropriate separation of vehicles and people during proposed work?	Yes	No	NA
12. Is all required electrical/mechanical equipment in a safe condition?	Yes	No	NA
13. Are hazardous/dangerous substances used and stored according to their safety data sheets?	Yes	No	NA
14. Have you consulted with workers about the task and the safe way to do it?	Yes	No	NA
15. Do you have all necessary PPE?	Yes	No	NA
16. Have you got a safe way of getting in and out of your work area?	Yes	No	NA
17. Have any manual handling risks been identified and accessed?	Yes	No	NA

*If you answer "no" to any of those above, you may need to follow up with the person in charge before you start work to help ensure your safety.*

<b>At the end of work:</b>			
Have you left the worksite in an appropriate condition free from hazards and risks (clean-up, tools put away, housekeeping)?	Yes	No	NA
If required, have you signed out?	Yes	No	NA

*Return this checklist to your manager/supervisor after work is complete.*