

**EVERY FOREMAN MUST COMPLETE THIS SHEET  
REGARDLESS OF THE NUMBER OF FOREMAN ON ONE PROJECT**

**NEW RIVER ELECTRICAL CORPORATION  
WEEKLY SITE SAFETY AUDIT**

DATE: September 28, 2015

CONDUCTED BY: Jessica Chocklet

JOB NUMBER: 1234

FOREMAN: Jenny Booth

JOB LOCATION: Cloverdale VA

**ANSWER ALL QUESTIONS**

**GENERAL:**

	YES	NO	N - A
1. Has copy of NREC Safety Policy & Procedures Manual	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Has a copy of NREC Supervisor's Manual	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. JSA (Job Safety Analysis) performed daily	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Monday morning safety meetings conducted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Employees working within skill levels	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Has clean, stocked, accessible First Aid Kit & Bloodborne Pathogens Kit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Employees have current CPR & First Aid Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. All chemical containers properly labeled, stored, protected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. All flammable materials properly labeled, stored, protected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Drinking water cooler labeled, cooler clean, clean cups	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Toilet facilities provided and clean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. All fire extinguishers inspected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**EMPLOYEE:**

1. Clothing proper for job, meet NREC requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Approved NREC hard hats worn by all employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Where required, hearing protection worn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Eye protection worn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Adequate footwear	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Uses cut resistant gloves when using knives or proper glove for task	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. All necessary/required fall protection devices on work site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**HOUSEKEEPING:**

1. Materials well organized, protected to prevent damage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Scrap and trash controlled, collected in one location, no clutter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. No clutter created by tools, extension cords, hoses, slings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Nails pulled or bent over to minimize injury potential	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**VEHICLES & EQUIPMENT:**

1. All driving employees have current valid licenses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. All CDL drivers have current medical certificate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. All vehicles have charged, mounted, accessible Fire Extinguishers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. All equipment inspected before each use (cranes, backhoes, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Cab of vehicles clean, no trash, rags, tools, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Tool/work area of vehicle clean, materials controlled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Vehicles well maintained	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. NREC phone # and truck # properly displayed, visible, not defaced	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Correct and properly displayed current licenses/tags, inspections	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**TOOLS:**

1. Electric hand tools insulated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Any defective power or extension cords, ground blade missing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. GFCI protection in use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Any defective, worn hand tools, damaged handles, mushroom heads, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. All guarding in place and used properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Compressed Gas cylinders properly used, stored, protected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Compressed air lines properly connected, secured, protected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**TRANSMISSION AND SUBSTATION:**

	YES	NO	N - A
1. Proper grounding of equipment for all electrical energy potentials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Proper covering, protection of energized lines, fittings, equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. All de-energized lines and equipment grounded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. All grounds equipped with NREC tags	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. All disconnecting devices properly tagged with NREC tags	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. All insulated boom trucks have current testing certification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Physical damage to "bucket" or boom	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8. Signs or decals posted and legible for NO Drilling - Cutting of "bucket"	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Weight capacity/limit signs/decals posted and legible	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Only qualified employees climbing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Using fall protection, ground to ground	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. <del>Any observed free, without fall protection engaged, climbing</del>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13. Fall protection devices properly used when above ground	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14. Personal protective rubber equipment properly used	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15. Ground workers wearing insulating rubber boots	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Ground employees aware of and clear of material fall zones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Inspection and testing of live line tools is current	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18. All ladders fiberglass construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19. All ladders good condition, safety feet, no physical damage, proper size	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20. Ladders used properly, proper setting, tied off	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Step ladders properly set, not using top or step below top, spreaders locked	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
22. Ladders left unattended and/or improperly stored	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
23. Straight ladders extend 3 feet above point of top contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
24. Traffic control signs, signals, cones, barricades in place	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
25. Where required, trained flag persons in place, proper use of signs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
26. All Rubber goods have correct inspection dates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27. All hot sticks inspected within last year	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
28. Emergency plan posted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
29. Minimum Approach Distances posted and observed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**EXCAVATIONS:**

1. All U/G exposures identified, marked and hand located	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. All openings, excavations, trenches, etc. properly protected & barricaded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Excavated and other materials over 2 feet from edge of excavation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Excavation over 5 ft deep laid back, sloped, shored	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Exit ladder or other escape methods provided in excavation over 4 feet deep	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Work activity conducted above employees in excavation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7. Traffic control signs, signals, cones, barricades in place	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Where required, trained flag persons in place, proper use of signs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**UNDERGROUND or TRANSMISSION:**

1. Seat belts in use on all equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. All guards in place on trencher	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. All trailer connections properly made, lights, safety chains, pentle latched	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Trailer floor condition <u>IN GOOD</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Load binders in use, tight, good condition, will secure load	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Manhole protected and barricaded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Manhole testing conducted and properly documented	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Personal Protective Equipment in use, safety glasses, gloves, sleeves, boots	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Remote operated spike or cable cutters used	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Grounds applied on both sides of work	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Proper technician class for type work conducted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**REMARKS:**

(Remarks required if form doesn't comply as marked.)

SIGNATURE: \_\_\_\_\_

Jamie ChocklettDATE: 9/28/15**THIS AUDIT MUST BE RETURNED TO THE SAFETY DEPARTMENT EVERY WEEK**