

## JOBSITE SAFETY INSPECTION FORM

**Inspected By:** \_\_\_\_\_

**Date Inspected:** \_\_\_\_\_

- Instructions:**
1. Perform inspections weekly
  2. Resolve all action items prior to the next inspection
  3. Discuss any deficiencies at weekly jobsite safety meeting

Acceptable	Action
(Y, N, N/A)	Item #

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### HOUSEKEEPING

Work site is kept neat and orderly		
Storage area is neat and orderly		
Spent wire reels removed from site		
Electrical rooms are free from scrap and debris		

### PERSONAL PROTECTIVE EQUIPMENT (PPE)

All Power Design employees, including installation teams and third party subcontractors, are wearing the following at all times:		
• Hard hat		
• Safety glasses		
• Reflective vests		
• Appropriate boots or footwear		
Employees are wearing task specific PPE as needed		
First aid kit properly stocked		

### ELECTRICAL

Temporary Power Safety Inspection being performed once a week and logs up to date		
Extension cords are listed for hard or extra hard use and are #12 AWG or larger		
Extension and flexible cords are free from external defects and are protected from physical damage		
Lock-out/Tag-out being used properly to protect all employees		
No energized work is being performed		

### SCAFFOLDING

Properly erected, footed, and anchored		
Working surfaces are fully planked and safe access is provided		
Scaffolding not altered or moved horizontally while occupied		
Debris not accumulated on platform		

### FIRE PROTECTION

Flammable materials are placed in appropriate containers		
Charged fire extinguisher readily available in PDI office		

### FALL PROTECTION

Employees not working in hazardous areas without proper guards/rails in place		
Employees are utilizing proper fall protection system when working 6' or higher		
PDI holes/openings 2" or larger are covered and marked in floors/walls		

### LADDERS

Ladders are inspected daily for damage, tagged and removed from service as required		
Area surrounding top and bottom of ladders is kept free of debris		
Step ladders should only be used in a fully open position		
The top and top step shall not be used for standing or sitting		
Only wooden or fiberglass ladders are used		
Straight and extension ladders, when used for access to upper levels, must be secured and shall extend 3' above working platform		
Employees are not using improperly built job made ladders: must be 16" maximum horizontal I.D. clearance, 10-14" center to center vertical rung clearance, extending 3' above landing and rigidly secured		

### TOOLS

Unsafe tools are tagged and removed from service		
Power tools and cords are grounded or double insulated		
Guards are functioning and in place		

