

Site Health Checklist



Key to the scoring system – circle a number in the score column					
RATINGS		% OF WORKFORCE		FREQUENCY	
5	Excellent	5	91-100%	5	Weekly
4	Good	4	81-90%	4	Fortnightly
3	Satisfactory	3	71-80%	3	Monthly
2	Poor	2	61-70%	2	Quarterly
1	Unacceptable	1	51-60%	1	Seldom
0	Not in place	0	0-50%	0	Never

A Construction phase	Circle your Score	Comments
<p><i>Client involvement during the construction phase can have a major impact on occupational health. There will be better management of risks if the client sets measurable health performance targets for the project and monitors performance.</i></p> <p><i>Communication about health risks associated with the design is essential to control them.</i></p> <p><i>Design changes during the construction phase pose a further threat because the pressure to avoid delay can lead to health risks being overlooked.</i></p>		
A1 Do you provide training on project-specific occupational health issues, especially for site managers and supervisors?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A2 Are health issues discussed and actioned at regular meetings with subcontractors?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A3 Are site rules relating to occupational health posted and regularly reviewed?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A4 Does induction training address all relevant health issues? Feedback from the workforce should show that it is understood and relevant.	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A5 Does induction training cover every member of the workforce?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A6 Do you consult the workforce regularly on health issues?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A7 Do you have a 'stop and review' policy to ensure the work team have considered all health risks before beginning an unfamiliar task. The Personal Risk Assessment Checklist enclosed in this toolkit pack is an example.	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A8 How often do you monitor/audit standards of occupational health?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A9 Do you have a programme for surveillance of health risks?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A10 Do all workers have easy access to competent advice on occupational health?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A11 How often is the client involved in project progress meetings?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
A12 How often is occupational health discussed at project progress meetings?	<p>Rating</p> <p>5 4 3 2 1 0</p>	
<i>Total score for this section</i>		
<i>Average score for this section (divide total score by 12)</i>		

B Exposure to hazardous substances	Circle your Score	Comments
<p><i>Many materials used in construction are potential health hazards. Some construction processes generate hazardous substances such as welding fumes and dust. Personal protective equipment has a role to play, but should not be the first line of control, unless other measures are not possible.</i></p> <p><i>A high standard of washing facilities is essential where skin contamination can occur.</i></p>		
<p>B1 Are hazardous materials identified, risks assessed and information made available to site workers?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>B2 Are controls in place for eliminating or controlling at source the risks from hazardous materials?</p> <p>Consider harmful dusts from handling, cutting, machining, etc.</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>B3 Do you have procedures for identifying asbestos and managing exposure to it?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>B4 Are workers fully aware of risks from materials used and trained in ways of minimising exposure?</p> <p>Use the <i>Personal Working Environment Questionnaire</i> to measure your success.</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>B5 Do you have a surveillance programme for exposure to hazardous substances?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>B6 Is suitable personal protective equipment provided, maintained and worn where exposure cannot be prevented or controlled at source?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>B7 Do you provide a high standard of washing facilities, including hot and cold running water, showers, soap and means of drying hands?</p> <p>Sinks should be large enough to allow immersion of forearms.</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>B8 Do you assess sources of exposure to infection arising from the work – e.g. Weils disease and sewage effluents – and are appropriate control measures taken?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p><i>Total score for this section</i></p>		
<p><i>Average score for this section (divide total score by 8)</i></p>		

C Musculo-skeletal hazards	Circle your Score	Comments
<p><i>Construction work involves many manual operations, some of which can cause injury. Eliminating or reduction of risk through design and specification is the first priority. Any remaining risks must be identified and effectively managed.</i></p> <p><i>A well-planned site layout and programme can make a significant contribution in avoiding manual handling injury. Productivity will improve and waste will be reduced. It is particularly helpful to avoid unnecessary double handling of materials.</i></p>		
<p>C1 Are risks from manual operations identified, including manual handling of heavy materials, repetitive operations, and awkward postures?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>C2 Do you have effective arrangements for managing risks from manual handling operations?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>C3 Do you limit manual handling of bagged and other products to weights of no more than 25kg?</p>	<p style="text-align: center;"><i>Rating</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	
<p>C4 Are all workers fully trained in manual handling?</p>	<p style="text-align: center;"><i>% of workforce</i></p> <p style="text-align: center;">5 4 3 2 1 0</p>	

C Musculo-skeletal hazards (cont.)	Circle your Score	Comments
C5 Do your work practices avoid double handling of materials?	<i>Rating</i> 5 4 3 2 1 0	
C6 Are mechanical handling solutions adopted wherever possible?	<i>Rating</i> 5 4 3 2 1 0	
C7 Are Access routes and places of work kept clear of rubbish and obstructions?	<i>Rating</i> 5 4 3 2 1 0	
<i>Total score for this section</i>		
<i>Average score for this section (divide total score by 7)</i>		

D Noise and vibration	Circle your Score	Comments
<p><i>Construction plant and processes often produce high levels of noise and vibration. Where such exposure cannot be eliminated by design, processes and plant that minimise exposure need to be specified. You will need to manage any residual exposure.</i></p> <p><i>Plant maintenance should minimise exposure to noise and vibration. Operators need training to identify health risks from noise and vibration and the preventive measures will control exposure.</i></p> <p><i>If workers are exposed to noise levels above 90 decibels (the 2nd action level) and you are relying on hearing protection to control exposure, you need an action plan detailing how noise emissions are to be eliminated or controlled at source.</i></p>		
D1 Do you assess sources of noise that is likely to cause harm to workers health? Consider: <ul style="list-style-type: none"> ● Noise > 85 decibels (1st action level) ● Hand-arm vibration (HAV) > action level identified ● Problems remedied. 	<i>Rating</i> 5 4 3 2 1 0	
D2 Are arrangements in place to ensure workers are not exposed to noise and vibration above the action level?	<i>Rating</i> 5 4 3 2 1 0	
D3 Are HAV and noise taken into account when selecting work methods and plant?	<i>Rating</i> 5 4 3 2 1 0	
D4 Are workers fully aware of health risks from noise and HAV and trained in how to minimise exposure?	<i>Rating</i> 5 4 3 2 1 0	
D5 Do you have a preventative maintenance scheme to minimise risk from noise and HAVs?	<i>Rating</i> 5 4 3 2 1 0	
D6 Are hearing protection zones clearly marked and hearing protection supplied and used where there is risk?	<i>Rating</i> 5 4 3 2 1 0	
D7 Do you have a health surveillance programme in place for those at risk from noise and HAVs?	<i>Rating</i> 5 4 3 2 1 0	
D8 Do you have an action plan that sets out steps to eliminate or control at source existing exposure to noise to the maximum (reasonable) practicable extent? Rate only where risk of exposure to noise >2nd action level without hearing protection.	<i>Rating</i> 5 4 3 2 1 0	
<i>Total score for this section</i>		
<i>Average score for this section (divide total score by 8)</i>		

E Other factors	Circle your Score	Comments
<p><i>There are aspects of the work situation not directly related to the materials or process that have an influence on worker's health. These include the hours of work and pressure to get the job done. You need to manage these other factors in a similar way to the more tangible health risks. These factors can affect performance and induce stress that needs to be managed.</i></p>		
E1 Do you have a policy on worker stress management?	<p style="text-align: center;"><i>Rating</i> 5 4 3 2 1 0</p>	
E2 Are managers and supervisors trained in recognising factors that cause stress, the symptoms and management of stress?	<p style="text-align: center;"><i>Rating</i> 5 4 3 2 1 0</p>	
E3 Do you have a system for assessing fitness for work?	<p style="text-align: center;"><i>Rating</i> 5 4 3 2 1 0</p>	
E4 Do you have an alcohol/drugs at work policy?	<p style="text-align: center;"><i>Rating</i> 5 4 3 2 1 0</p>	
E5 Do you assess workers' competence to do their work without putting their health at risk?	<p style="text-align: center;"><i>Rating</i> 5 4 3 2 1 0</p>	
E6 Do you ensure that working hours in excess of 'normal' working hours are controlled?	<p style="text-align: center;"><i>Rating</i> 5 4 3 2 1 0</p>	
<i>Total score for this section</i>		
<i>Average score for this section (divide total score by 6)</i>		

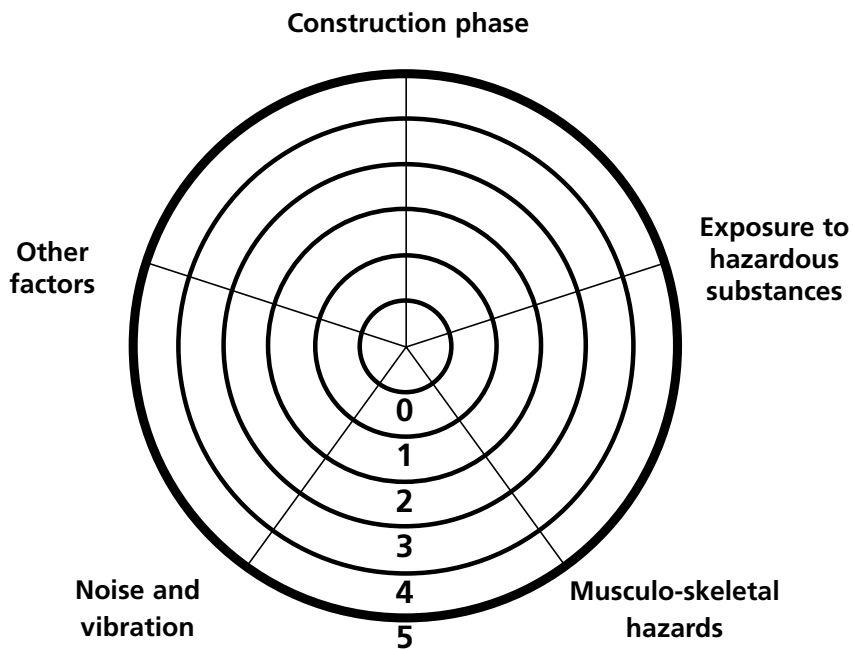
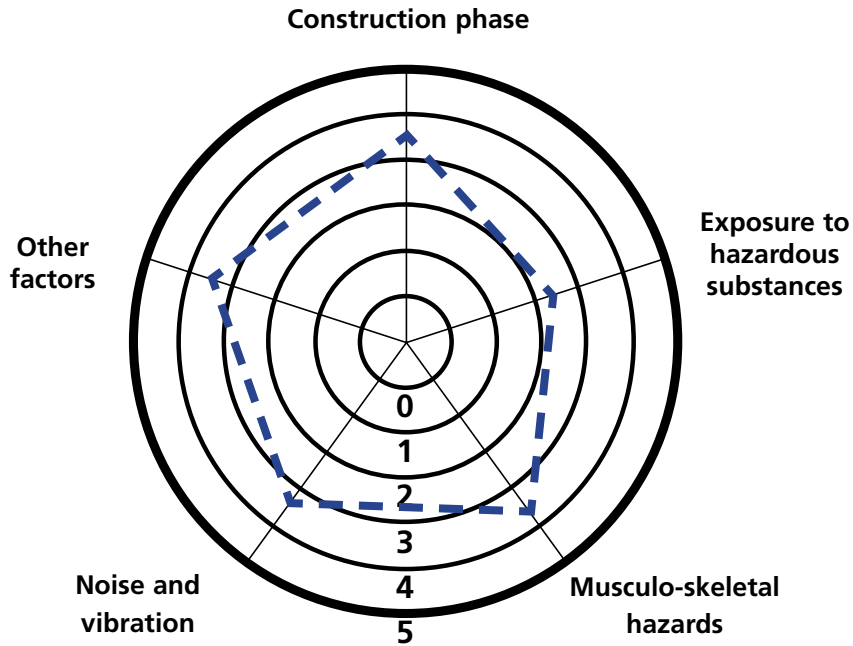
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Site Health Checklist – Radar Chart

This radar chart gives a clear picture of the firm's overall benchmark performance. To complete the radar chart, take the average benchmark score for each of the 5 performance indicators ('soft measures'), plot each result on the appropriate axis of the radar chart and join with a line.

Measurement: 0 = Not at all 5 = Fully

EXAMPLE



OUR RESULTS