

Site Checklist

	All workers must have evidence of completing a general induction training course
	Each day prior to commencing work all workers must participate in the daily prestart
	Everyone must sign in to the project upon entry – visitors must be accompanied by and remain with an inducted worker whilst on the project
	Workers and visitors must comply with the site personal protective equipment (PPE) standards which includes:  Hard Hat  Safety Footwear  High Visibility Clothing Additional task specific PPE to be followed as required by the task SWMS
	All items of PPE shall be utilised in accordance with the manufacturers' recommendations
	All incidents, injuries, near miss, and hazards identified must be reported to Hutchies' site team as soon as possible – everyone has a responsibility to report accidents / incidents/ hazards
	Workers must follow all reasonable instructions with regard the safety of themselves and all other parties
	We value our people, culture, and community behaviour that identifies as bullying, discrimination, disrespectful behaviour, threats of violence and theft will not be tolerated on Hutchies' sites
	Housekeeping is everyone's responsibility, including lunchrooms and amenities – keep our sites clean and place rubbish in the bins provided
	Workers must follow their employer's safe work method statements, all site safety signs, and ensure all work practices consider the safety of yourself and others
	Temporary structures / services including scaffold, edge protection, and power shall not be altered or diverted from their intended purpose without consultation and prior approval from Hutchies' site leadership team
	All electrical leads are to be supported on insulated hooks or stands, leads are not to be wrapped around any metal objects, must be inspected prior to use and test, and tagged on a 3 monthly basis.
	Workers must not carry out activities that they are not suitably licensed to undertake
	Before using plant on site, it must be approved by Hutchies' team with daily prestart inspection and logbooks completed before any work commences
	Workers must follow all instructions in the event of an emergency evacuation, drill, or evacuation event
	Hazardous chemicals and dangerous goods must be recorded on your employers' hazardous substances register with relevant SDS and SWMS provided for the task prior to use
	Platform ladders are the approved work platform for use on site (a-frame ladders and stilts are not permitted)
	Smoking is not permitted in or around lunch / office areas, smoking is restricted to a designated outdoor smoking area provided
	The consumption of, or being under the influence of, alcohol or illegal drugs on the site is prohibited.
	Wastewater generated by equipment or plant shall not be directed disposed into public drainage – each subcontractor is responsible for ensuring all runoff from their activities is controlled and managed in a manner that will not result in environmental harm
	All workers are to notify Hutchies of any environmental impacts, hazards, or other events on site
	Abide by COVID-19 controls and measures implemented on the project