

PC - Site Inspection

18 Jun 2021 / Simon Pratt

Complete

Score	100%	Failed items	0	Actions	0
Business					Palmac Electrical Ltd
Site Name					Carnaby Street
Date / Time of Inspection					18th Jun, 2021 12:39 PM BST
Inspection Carried Out By					Simon Pratt
Person(s) Seen					Like McCarron
Contract Manager					Tony McCarron
Location					6 Ganton St, Carnaby, London W1F 7QW, UK (51.5134225, -0.1382811)
Site Photo					

Activity and Arrangements	100%
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A- Documentary Controls	100%
1. Company Site Health and Safety File – Latest revision and in good order?	Meets Standards
Document more than 12 months old were removed from the working file and archived at this time	
	The Company Site Health and Safety File was on site and in good order with the documents required for the audit present on site and easy to locate.
2. Statutory Documents - H&S Law Poster / Safety Policy / Insurance Certificate displayed or available?	Meets Standards
	Site Statutory Documents were present on site, signed and displayed as required by the Safety Management system (SMS)
3. Construction Phase Plan present on site and up to date?	N/A
4. F10 present, displayed and up to date?	N/A
5. Training records present for operatives employed by company (including agency staff)?	Meets Standards
	The training records are present for operatives employed by the company (including agency staff)
6. First Aid Provision – First Aider & Box present – Accidents being recorded?	Meets Standards
	First Aid provision on site was sufficient for the works / staffing levels. A first Aid box is present on site. Accident are being recorded.
Has there been an accidents since the last Visit	NO
Has there been any Near Misses since the last Inspection?	NO
7. RA/MS packs present for all tasks on site. Sub-Contractor RA/MS assessed by management team? Signed by all relevant operatives?	Meets Standards
B - Managerial Controls	100%
8. Induction – Are inductions records up to date?	Meets Standards
	Site Inductions are up to date

9. Short Duration Training (SDT) – Are SDT being held weekly?	Meets Standards
Last talk 14-06-21	
	Short Duration Training is being held weekly
10. Inspections – Are Weekly Site Manager's Inspections up to date?	Meets Standards
	Site Manager Inspections have been completed on a weekly basis as required by the Safety Management System (SMS)
Has an Inspection been carried out since the work started?	YES
When was the last Inspection carried out	14th Jun, 2021
Is a Site Managers Inspection Due/Out of Date	NO
11. Inspections – Are Quarterly Contracts Manager's Inspections up to date?	Meets Standards
	Contract Manager's Inspections are not being completed on a Quarterly cycle as per the SMS.
Last inspection 15-05-21	
12. Is safety information being passed to sub-contractors? (Safety meetings, talks notices, passed to sub-cons, etc.)	Meets Standards
	Safety information is being passed to sub-contractors
13. Previous Report – Are Actions from the previous Site Reports closed out?	Meets Standards
	Actions from the previous Site Reports are closed out
14. Permits – Are Relevant permits being completed and filed? Are they being signed off?	Meets Standards
	Relevant permits are being completed, filed and signed off
15. PPE – Suitable stocks held on site? Relevant to the site hazards? Are issue records being completed?	Meets Standards
	Suitable stocks of PPE are held on site, relevant to the site hazards and records are being completed
16. Work equipment – Suitable for tasks performed? – Weekly – Daily inspections performed and recorded? – Thorough inspections up to date? PUWER? (PAT? See notes)	Meets Standards

	Plant Selection on site appeared to be adequate with no operatives observed to be using tools which were unsuitable for the task or which were badly maintained.
17. Edge protection – sufficient edge protection in place? Inspected?	N/A
18. Access equipment – Suitable for task / area? – Weekly inspections performed? – Thorough inspections up to date?	Meets Standards
	Working platforms were observed to be adequate for the works being performed with no operatives being observed to be struggling for access to their works.
19. Excavations - Suitable controls in place? - Daily and weekly inspections completed?	N/A
20. Welfare Facilities - Sufficient for workforce numbers? - Clean and fit for purpose?	Meets Standards
	Welfare Facilities on site were found to be adequate
	Office facilities were adequate. Facilities in Kingly Court are also available
21. Lighting – Sufficient to allow access to work areas? – Trades providing task lighting for operatives?	Meets Standards
	Access lighting was found to be sufficient
22. Signage – Access / emergency signage in place, accurate and maintained?	Meets Standards
	Access and emergency signage was sufficient around the site to ensure personnel on site could navigate and find safety equipment as necessary.
23. Fire provisions – Sufficient fire points present on site? Extinguishers Inspected? Fire plan in place and displayed? Marked Escape routes, Fire Drill carried out?	Meets Standards
	Fire Precautions on site were found to be inadequate
24. Access – Segregation of pedestrians and vehicles? Segregation between site and public?	Meets Standards
	Segregation on site were found to be adequate
25. Waste Management – Plan in place / required? Waste adequately managed on site?	Meets Standards

	The Site Waste Management Plan (SWMP) was in place and being adhered to.
26. Scaffolding – Suitable and sufficient, inspected and tagged	N/A
C - Physical Controls	100%
27. PPE – Are all Operatives wearing the correct PPE for the site and the tasks? Is it in good condition?	Meets Standards
	PPE Usage on site was in line with the site rules / RA/MS
28. Handling – Are Operatives moving, stacking and storing materials in the safest manner possible manner?	Meets Standards
	Handling of materials on site was observed to be adequate.
29. Materials Storage – Are materials stored so as to not block access? LPG, Petrol, Diesel	Meets Standards
	Most storage is within the office and limited to general stores and items specific to ongoing work
	Handling of materials on site was observed to be adequate.
30. COSHH Storage – Are hazardous chemicals and items being stored safely? Are Hilti shots being signed out?	N/A
31. Access – Are Operatives maintaining access? Cables tidy, works not blocking doors / corridors etc?	Meets Standards
32. Housekeeping – Are operatives keeping their work areas tidy?	Meets Standards
	Operatives were maintaining the site in good order with no obvious issues observed.
33. Waste Management - Are operatives dealing with waste per the site waste management plan?	Meets Standards
	Waste Management on site appeared to be adequate for the works being performed
34. Work Equipment – Is work equipment being used correctly by the Operatives? Is it in good condition? Is it PAT tested	Meets Standards
	Work Equipment usage on site was observed to be in line with the site RA/MS with operatives using them in the correct manner.
35. Working Platforms – Are Towers, MEWPs, Trestles etc being used correctly? Are they in good condition?	N/A

36. Access Equipment – Are Ladders and Hop-ups being used correctly? Are they in good order?	Meets Standards
	Access equipment usage was adequate at the time of the inspection with all systems in use observed to be set up in the correct manner and being used in line with the manufacturer's instructions.
37. Noise Control – Are works being performed so as to minimise noise exposure?	Meets Standards
	Noise controls were adequate for the works being performed
38. Dust Control - Are material cutting operations being performed so as to minimise dust exposure?	N/A

Notes

Extra Notes

This report is based on a review of the site documentation in line with the current company Safety Management System (SMS).

This consisted of a review of the documentation generated since the previous inspection (inductions, TBTs, etc.) and a walk of the site where company operatives are currently working.

Current works were reviewed based on the current site RA/MS pack and best practices of the industry. This inspection

constitutes a “Snap Shot” of the works, documentation and general site standards and should be taken as evidence that all operations or areas of the site were observed.

Findings were reviewed with the site manager at the time of the inspection and, where possible, a manager from the principal contractor. Items highlighted in Yellow are actions to be completed and signed off by the identified manager in line with the time scales identified at the end of this section.

It should be noted that, due to COVID close observations were not possible on site due to space restrictions within residential flats and limits imposed by the clients. The report is based on general observations of operative prep and questions.

Sign Off

Name and Signature

Simon Pratt

18th Jun, 2021 1:08 PM BST