



Contractor Health & Safety Self-Audit Checklist

Use this checklist to assess compliance and identify areas for improvement. Mark each item as Compliant, Partially Compliant, Non-Compliant or N/A.

Health & Safety Management

Question	Status
Do you have a current Health & Safety Policy reviewed within the last 12 months?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Do you issue a copy of the current Health & Safety policy to all staff and obtain acknowledgement of understanding?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are responsibilities clearly assigned to directors, supervisors and operatives?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are arrangements in place to monitor site safety performance?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are accidents, incidents and near misses reported and investigated?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Training & Competence

Question	Status
Is there a training matrix in place and reviewed regularly?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are all employees competent for the work they undertake?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are vocational qualifications and trade cards current where applicable (CSCS, ECS, CPCS, NPORS, PASMA, IPAF etc.)?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have all employees received a health and safety induction?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are Toolbox Talks delivered regularly and recorded?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Have employees received Manual Handling training?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have employees received Asbestos Awareness training?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have employees received Fire Safety Awareness training?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have employees received Mental Health/Stress Awareness training?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have employees received training relevant to specific site risks?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Risk Assessments & Method Statements

Question	Status
Are suitable and sufficient RAMS available for all work activities?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are RAMS reviewed at least annually?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are RAMS site-specific where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are operatives briefed on RAMS before work commences?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are briefing records retained?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are RAMS reviewed following incidents, changes in scope or changes in site conditions?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is a dynamic risk assessment process in place for changing site conditions?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Site Safety Management

Question	Status
Are site inspections undertaken and recorded?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are inspection findings communicated and closed out?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are supervisors regularly monitoring work activities?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are welfare facilities adequate and maintained?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are emergency arrangements displayed and communicated?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are subcontractors monitored for compliance?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Are permits to work used where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
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PPE

Question	Status
Has a PPE assessment been completed to determine the appropriate PPE required for each work activity?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are employees provided with suitable PPE free of charge?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are hard hats, safety footwear and high-visibility clothing worn where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is task-specific PPE provided and used where necessary (e.g. gloves, eye protection, hearing protection, RPE, welding PPE, cut-resistant gloves)?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is PPE inspected regularly and replaced when damaged, defective or expired?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have employees received instruction and training on the correct use, storage and maintenance of PPE?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is respiratory protective equipment (RPE) suitable for the task and face fit tested where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are hearing protection arrangements implemented where noise assessments identify a requirement?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are records maintained for PPE issue, replacement and inspection where appropriate?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Equipment and Inspections

Question	Status
Are all tools and equipment inspected before use?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are formal inspections undertaken and recorded where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is defective equipment removed from service immediately and clearly identified?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are portable electrical tools subject to suitable inspection and testing arrangements?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are extension leads, transformers, battery charging equipment and temporary electrical supplies maintained in good condition?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Are ladders, podiums, towers and other access equipment inspected and maintained?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are lifting accessories and lifting equipment inspected and thoroughly examined where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are guards, safety devices and emergency stop mechanisms fitted, operational and not bypassed?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are fuel, gas cylinders, batteries and hazardous equipment stored safely when not in use?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are measures implemented to prevent dropped tools, materials and equipment when working at height?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are inspection records, maintenance certificates and examination reports readily available for review?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Plant and Vehicle Management

Question	Status
Are plant and vehicles subject to daily pre-use inspections?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are pre-use inspection records retained and reviewed?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is plant maintained in accordance with manufacturer recommendations?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are servicing and maintenance records available?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are operators trained, competent and authorised to use the plant provided?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are CPCS, NPORS, IPAF or other relevant competency cards current and recorded?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is defective plant removed from service until repaired?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are reversing and pedestrian segregation arrangements suitable on site?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are vehicle checks completed and documented?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are company vehicles subject to routine maintenance and MOT requirements?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are drivers checked for licence validity and competency?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are lifting operations planned and managed by competent persons where applicable?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Are LOLER thorough examinations in date for lifting plant and accessories?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
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Working at Height

Question	Status
Have all work at height activities been identified and risk assessed?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is work at height avoided wherever reasonably practicable?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is the hierarchy of control applied when planning work at height activities?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are suitable access arrangements provided for the task (e.g. scaffold, podium, tower scaffold, MEWP)?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is access equipment inspected by a competent person before use?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are pre-use checks completed and recorded where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have personnel been trained in the safe use of ladders, towers, MEWPs or other access equipment relevant to their role?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are ladders used only for short-duration, low-risk tasks where appropriate?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are ladder inspections completed and recorded?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are tower scaffolds erected, altered and dismantled by competent persons?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are MEWP operators trained and authorised to operate the equipment?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are guardrails, edge protection and collective fall protection measures used where reasonably practicable?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are fragile surfaces identified and adequately controlled?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are roof access and roof working activities adequately planned and supervised?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are adverse weather conditions considered before undertaking work at height?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is suitable fall protection equipment provided where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are harnesses, lanyards and fall arrest equipment inspected before use and formally inspected at suitable intervals?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are suitable anchor points identified and used where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Is there a documented rescue plan for work at height activities where a fall arrest system is used?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have employees been trained on emergency and rescue procedures?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are measures in place to prevent falling tools, materials and debris?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are exclusion zones established where there is a risk of falling objects?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Occupational Health

Question	Status
Have occupational health risks been assessed?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are COSHH assessments available for hazardous substances?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is face fit testing completed where RPE is required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is health surveillance undertaken where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have vibration risks been assessed and controlled?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Have noise risks been assessed and controlled?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is occupational dermatitis considered where relevant?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Head Office & Depot Compliance

Question	Status
Are office and depot inspections completed regularly?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are DSE assessments completed where required?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are welfare facilities adequate?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are electrical safety inspections up to date?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are housekeeping standards maintained?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is a suitable and sufficient Fire Risk Assessment available?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are fire extinguishers inspected and maintained?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Is fire safety training provided?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are weekly or monthly fire checks undertaken?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Office/depot inspections completed	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Sub-Contractor Compliance

Question	Status
Do you have a formal process for assessing and approving subcontractors before they commence work?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are Pre-Qualification Questionnaires (PQQs) or competency assessments completed for all subcontractors?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Do you review subcontractors' Risk Assessments and Method Statements before work starts?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Do you verify that subcontractors hold adequate Employers' Liability and Public Liability Insurance?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Do you verify competency cards, licences and qualifications relevant to the work being undertaken?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are subcontractor training records reviewed prior to appointment?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Do you maintain an Approved Subcontractor Register?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Are subcontractor compliance records reviewed periodically and kept up to date?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Accreditations

Question	Status
Is your CHAS, Constructionline, SafeContractor or similar accreditation current?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A
Is evidence maintained to support accreditation compliance?	☐ Compliant ☐ Partial ☐ Non-Compliant ☐ N/A

Your Compliance Health Check

If you answered **"Partially Compliant"** or **"Non-Compliant"** to any question within this checklist, there is likely an opportunity to strengthen your management system and reduce risk.

Many contractors are surprised to discover that seemingly minor gaps such as:

- Out-of-date policies
- Expired training certificates
- Generic RAMS
- Incomplete records
- Poorly documented inductions

can quickly become significant issues following an accident, client audit or HSE inspection.

Don't Wait for an HSE Inspector to Identify the Gaps

If your self-audit has identified any areas of concern, DCP Safety & Training can provide practical, support to help you achieve compliance and demonstrate due diligence to clients, principal contractors and enforcement authorities, including:

- ✓ Health & Safety Policies
- ✓ Risk Assessments and Method Statements
- ✓ Rescue Plans
- ✓ Site Safety Inspections and Compliance Audits
- ✓ Head Office & Depot Inspections
- ✓ Fire Risk Assessments
- ✓ CHAS, Constructionline & SafeContractor Support
- ✓ Training Matrix Reviews
- ✓ Classroom Training & Toolbox Talks
- ✓ Accident and Incident Investigation
- ✓ E-Learning Courses

Compliance Review

Arrange a consultation to discuss any gaps identified during this self-audit.

During your consultation we can:

- Review your audit findings
- Identify high-risk compliance gaps
- Advise on legal requirements and industry best practice
- Recommend practical improvements
- Provide a clear plan to help achieve compliance

Contact:

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