

IEC SAFETY MANAGEMENT ASSESSMENT – FIELD VISIT

Date:

Contractor:

Client Site:

Auditor:

Health and Safety Policy and Targets		Possible Score	Score Achieved
12.1.1	Is the Health and Safety Policy posted, signed and dated within 12 months?	2	
12.1.2	Are you familiar with your company's Health and Safety Targets?	2	
12.1.3	Are you aware of your company's actual safety performance?	2	
12.1.4	Have you been acknowledged for meeting the safety targets?	2	
Roles & Responsibilities and Control			
12.2.1	Did you receive an orientation when you first started work?	2	
12.2.2	Mentoring (buddy) system for new/young workers?	2	
12.2.3	Do you know your health and safety rep?	2	
12.2.4	Have you received training re: Bill 168 - workplace violence/harassment?	2	
12.2.5	Are you aware of your rights, roles, and responsibilities under the OHS Act?	2	
12.2.6	What is the procedure for reporting violence or harassment in the workplace?	2	
12.2.7	Describe the progressive discipline procedure.	2	
Documents, Procedures, Reports & Communication			
12.3.1	Occupational Health and Safety Act posted?	2	
12.3.2	Health and Safety at Work Poster? (English and majority workplace language)	2	
12.3.3	WSIB Form 82?	2	
12.3.4	WHMIS Safety Data Sheets- do you have access and know where to find them?	2	
12.3.5	What would you do in the event of an emergency? (give example)	2	
12.3.6	How do you resolve safety issues?	2	
Health and Safety Program Promotion and Communication			
12.4.1	Does your company promote off-the-job health and safety?	2	
12.4.2	What was the topic of the most recent toolbox talk?	2	
Proactive Safety Systems			
12.5.1	Participated in your company's observation program in the last month?	2	
12.5.2	Is positive reinforcement included with the feedback on the observation form?	2	
12.5.3	Are posters or other methods used to communicate observation results?	2	
12.5.4	Is your company using a pre-job safety analysis program like T.A.S.C.?	2	
12.5.5	Does the job description on the form adequately describe the job's key steps?	2	
12.5.6	Are hazards identified and listed for each job step?	2	
12.5.7	Are control measures listed for each hazard?	2	
12.5.8	Do you know the procedure to report a near miss or hazardous condition?	2	
12.5.9	Checklist? (Fork truck, man lift, vacuum truck, crane)	2	
12.5.10	Does the supervisor conduct workplace inspections? [O. Reg 213/91,s.14(3),(4)]	2	
Personal Protective Equipment			
12.6.1	Are you in compliance with respect to the PPE expectations for your task?	3	
12.6.2	Have you received training to properly inspect and use the required PPE?	2	

Tools, Equipment, and Resources			
12.7.1	Are the tools right for the job tasks?	2	
12.7.2	How do you report defective tools?	2	
12.7.3	Is drinking water readily available?	2	
12.7.4	Are fire extinguisher inspections up to date?	2	
Safety Training/Procedures			
12.8.1	Have you received Fall Protection training?	2	
12.8.2	Is a Fall Protection rescue plan developed and communicated?	2	
12.8.3	Fire extinguisher training? (e.g., spark watch)	2	
12.8.4	Who is the trained first aider on site?	2	
12.8.5	Where is the nearest first aid station?	2	
12.8.6	Is your BSO Plus annual refresher status up to date?	2	
12.8.7	Do you receive training in the BSO plus safety topics?	2	
TOTAL		85	

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