



Site Safety Report

This template can be used as a daily site safety report for construction projects. It includes all essential safety checks, from PPE compliance to machine hazards, fall protection, and excavation safety. By utilizing this checklist, we aim to foster a safer work environment and maintain high safety standards across all project sites.

Date Observed: _____

Observer: _____

Location/City: _____

Project Site: _____

Worksite Address: _____

1. PERSONAL PROTECTIVE EQUIPMENT (PPE)

Hard Hats

Needed at worksite ☐ Yes ☐ No

Supplied by employer ☐ Yes ☐ No ☐ Not Needed

Worn when required ☐ Yes ☐ No ☐ Do Not Know

Comments _____

Boots

Needed at worksite ☐ Yes ☐ No

Supplied by employer ☐ Yes ☐ No ☐ Not Needed

Worn when required ☐ Yes ☐ No ☐ Do Not Know

Comments _____

Hearing Protection

Needed at worksite ☐ Yes ☐ No

Supplied by employer ☐ Yes ☐ No ☐ Not Needed

Worn when required ☐ Yes ☐ No ☐ Do Not Know

Comments _____

Eye Protection

Needed at worksite ☐ Yes ☐ No

Supplied by employer ☐ Yes ☐ No ☐ Not Needed

Worn when required ☐ Yes ☐ No ☐ Do Not Know

Comments _____

Respiratory Protection

Needed at worksite ☐ Yes ☐ No

Supplied by employer ☐ Yes ☐ No ☐ Not Needed

Worn when required ☐ Yes ☐ No ☐ Do Not Know

Training provided ☐ Yes ☐ No ☐ Do Not Know

Comments _____

2. SITE SAFETY CHECKLIST

Scaffolds

Are scaffolds present at this worksite? ☐ Yes ☐ No ☐ Do Not Know

Fall protection used (if over 10 feet)? ☐ Yes ☐ No ☐ Do Not Know ☐

Set up on stable, level footing? ☐ Yes ☐ No ☐ Do Not Know

Platform appropriate width for type of scaffold? ☐ Yes ☐ No ☐ Do Not Know

Guardrails installed across full width and all sides? ☐ Yes ☐ No ☐ Do Not Know

Comments _____

Fall Protection

Fall protection needed at worksite (height ≥ 6 ft)? ☐ Yes ☐ No ☐ Do Not Know

Harness properly worn and attached to secure anchorage? ☐ Yes ☐ No ☐ Do Not Know

Guardrails set up for openings $>6'$ above lower level? ☐ Yes ☐ No ☐ Do Not Know

Guardrails constructed sturdily with 2 x 4s? ☐ Yes ☐ No ☐ Do Not Know

Comments _____

Machine Hazards

Are power tools and machines used at this site? ☐ Yes ☐ No ☐ Do Not Know

Workers trained on power tool use? ☐ Yes ☐ No ☐ Do Not Know ☐

Workers have appropriate PPE and keep clothing away from machines? ☐ Yes ☐ No ☐ Do Not Know

Heat Stress

Is heat a major concern at this site? ☐ Yes ☐ No ☐ Do Not Know

Workers trained on recognizing and preventing heat-related illness? ☐ Yes ☐ No ☐ Do Not Know

Adequate water and rest breaks provided? ☐ Yes ☐ No ☐ Do Not Know

Comments _____

3. ADDITIONAL SITE HAZARDS

Electrical Hazards

Electrical work is done only after all power sources are de-energized and locked/tagged out? ☐ Yes ☐ No ☐ Do Not Know

Overhead and underground electrical lines identified and avoided? ☐ Yes ☐ No ☐ Do Not Know ☐

Ladders, scaffolds, or materials more than 10 feet from electrical power lines? ☐ Yes ☐ No ☐ Do Not Know

Excavations

Soil and conditions inspected daily? ☐ Yes ☐ No ☐ Do Not Know

Safe exits (ladders) provided for excavations greater than 4 ft deep? ☐ Yes ☐ No ☐ Do Not Know

Shoring, shielding, and inclination assessments done for excavations >5 ft deep? ☐ Yes ☐ No ☐ Do Not Know

Comments _____

4. SITE IMPROVEMENTS AND CORRECTIVE ACTIONS

☐ Discussed safety concerns with organizers

☐ Suggested changes in procedures/equipment

☐ Requested training for self and/or co-workers

☐ Talked to foreman or contractor about health or safety concerns

☐ Proposed changes in equipment or procedures

☐ Requested changes or additional equipment from foreman/contractor

COMMENTS

[Include any specific observations, suggestions for improvement, or additional safety concerns.]

Signature: _____

Date: _____