

Safety Walk

Leadership Observation Sheet

Structure the walk around what you see and hear, and log follow-ups so it drives action, not just goodwill.



Also available digitally
This checklist can also be completed on a **phone, tablet or PC** in flowdit. Add photos, notes and actions to each item, and generate the report automatically.
Scan to open · flowdit.com

Area		Date	
Led by		Shift	

Observations	Safe	At risk	N/A	Notes
Working to procedure / safe method				
PPE correct and used				
Housekeeping and access				
Body position and manual handling				
Awareness of hazards around them				
Tools and equipment condition				

Conversations & follow-ups

Reinforce the safe, discuss the at-risk, log what needs action.

#	Observation / conversation	Action	Owner	Due
1				
2				
3				
4				
5				
6				
7				
8				

Acceptance decision

Rule: reinforce safe behavior first; every at-risk observation needs a conversation, not blame.

Outcome: ☐ No actions ☐ Actions assigned ☐ Stop-work raised

Walk leader

Area supervisor

Name / Signature / Date

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