

Hazard Identification Form – Site inspection

Venue: _____.

Event: _____.

Date: _____.

Client: _____.

Site Manager: _____ . Contact phone: _____

If you cannot tick all boxes, except for the Safety Indicators, please notify your employer before commencing work.

✓	Item	Identified hazards	Remedy	Notes
	Is the work area clean and cleared of all debris?			
	Is the stage area stable and safe to work on? (i.e. no holes or trip hazards)			
	Is the loading dock clear and without hazards?			
	Is the loading dock level with the work area?			
	Is the area between the loading dock and the work area suitably surfaced for moving rolling road-cases?			
	If there are steps or height differences, are suitable ramps available?			
	Is suitable lifting plant available? (i.e. forklift, pallet-jack, hoists, etc.)			
	Is suitable weather protection available in all work areas?			
	Are all hazardous areas clearly marked or fenced off?			
	Is there an approved rigging plan and does it suit your requirements?			

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✓	Item	Identified hazards	Remedy	Notes
	Is all Fire Fighting Equipment accessible and within reasonable distance?			
	Are Emergency Exits clearly marked and accessible?			
	Is a First Aid Kit available?			
	Does all plant (forklifts, EWP, boomlift etc.) appear to be well maintained?			
	Do all operators have the appropriate tickets?			
	Is all supplied crew rested and fresh?			
	Does all crew wear suitable footwear and clothing?			
	Is there a suitable supply of free water for working personnel?			
	Are there suitable amenities available for the crew?			
	Is there an overall feeling of a safe workplace?			
	Safe Workplace indicators	Details		Notes
	Is there a Safety Officer on-site?			
	Does the site/venue have an OH&S policy and is it displayed or made available to the crew?			
	Is a Site Induction required or offered?			
	Is there an Emergency Plan available?			

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Page for additional notes and remarks:

Review completed by:

Date: