

DAILY SITE SAFETY CHECK

20 checks in plain English, each with the regulation behind it or the good practice it rests on. Walk the site and tick what you can actually see.

unibuild.co.uk/checklists/daily-site-safety/ · Published 29 August 2026 · Last reviewed 29 August 2026

PROJECT / SITE

PREPARED BY

DATE

Tick only what you can evidence today. Where you cannot, put the owner and the date on the note line and it becomes an action rather than a gap.

Reg

statutory duty, regulation named on the row

Good practice

asked for, but not statute

SECTION 1 OF 3

Before the gate opens

4 of 20

Boundary, access and the way round

01 ☐ Boundary and hoarding secure

Reg 13(4)(b)

Perimeter intact overnight, gates locked and working, no unauthorised access points, hoarding upright and fixed.

Evidence, owner, date

02 ☐ Access and egress safe

Reg 19

Routes on and off site firm, level, lit and free of obstruction, including the route from the parking area and the site office.

Evidence, owner, date

03 ☐ Vehicle and pedestrian segregation

Reg 27

Traffic routes separated from walking routes, barriers in place, banksman arrangements agreed for deliveries expected today.

Evidence, owner, date

04 ☐ Signage and site rules displayed

SI 1996/341

Mandatory PPE, hazard and emergency signage legible and in place at the entrance and at the relevant work areas.

Evidence, owner, date

NOTES AND ACTIONS

SECTION 2 OF 3

Through the working day

12 of 20

The twelve things that change hour to hour

- | | | | |
|--|--------------------------|--|-------------------|
| 05 | ☐ | Welfare facilities adequate | Reg 13(4)(c) |
| Toilets clean and stocked, washing with hot water, drinking water, rest area, drying and changing provision appropriate to the numbers on site. | | | |
| Evidence, owner, date | | | |
| 06 | ☐ | Emergency routes and exits clear | Reg 30 |
| Escape routes unobstructed from every work area, muster point reachable, doors and gates on the route openable from the inside. | | | |
| Evidence, owner, date | | | |
| 07 | ☐ | Fire points accessible and in date | Reg 31 |
| Extinguishers present, unobstructed, correct type for the risk, within their service date, and the alarm means tested as arranged. | | | |
| Evidence, owner, date | | | |
| 08 | ☐ | First aid provision on site | SI 1981/917 |
| Kit stocked and in date, and a trained first aider or appointed person actually present for the shift. | | | |
| Evidence, owner, date | | | |
| 09 | ☐ | Housekeeping and material storage | Reg 28 |
| Walkways clear, materials stacked stable and off escape routes, waste removed rather than accumulating, no trailing leads across traffic. | | | |
| Evidence, owner, date | | | |
| 10 | ☐ | Work at height controls in place | WAHR Reg 6 |
| Edge protection complete, scaffold tagged and current, ladders as a last resort and secured, openings covered and marked. | | | |
| Evidence, owner, date | | | |
| 11 | ☐ | Excavations inspected this shift | Reg 22 |
| Support or battering adequate, edge protection and stop blocks in place, safe access, spoil set back, water controlled. Inspected before each shift by a competent person. | | | |
| Evidence, owner, date | | | |
| 12 | ☐ | Plant and lifting equipment fit for use | POWER 5 / LOLER 9 |
| Daily checks recorded by the operator, guards and warning devices working, no visible leaks or damage, thorough examination in date. | | | |
| Evidence, owner, date | | | |
| 13 | ☐ | Electrical equipment and leads | EAWR Reg 4 |
| 110V on site where reasonably practicable, RCD protection on 230V, leads off the ground and undamaged, distribution boards closed. | | | |
| Evidence, owner, date | | | |

- 14

☐

COSHH storage and spill control

COSHH Reg 7

Substances in a locked and banded store, decanted containers labelled, assessments available for what is in use today, spill kit stocked.

Evidence, owner, date
- 15

☐

PPE worn and fit for the task

PPER Reg 4

Head, eye, foot and hand protection appropriate to what is actually happening, RPE face-fit tested where worn, high-vis serviceable.

Evidence, owner, date
- 16

☐

Dust, noise and vibration controls

COSHH 7 / CNAWR 6

On-tool extraction or water suppression in use for cutting and drilling, hearing protection zones observed, trigger times managed.

Evidence, owner, date

SECTION 3 OF 3

Before you lock up

4 of 20

What turns a walk into a record

- 17

☐

Permits closed or carried over

Good practice

Hot works, confined space and other permits signed off, fire watch completed and recorded, anything still open handed over explicitly.

Evidence, owner, date
- 18

☐

Defects and near misses recorded

RIDDOR 2013

Everything found today written down with an owner and a date, and anything RIDDOR-reportable identified rather than left to the weekly review.

Evidence, owner, date
- 19

☐

Site left secure and isolated

Reg 13(4)(b)

Plant immobilised and keys secured, excavations and openings covered, power and gas isolated where appropriate, boundary closed.

Evidence, owner, date
- 20

☐

Tomorrow briefed

Good practice

RAMS for tomorrow's activities available and briefed, deliveries and lifts scheduled, anybody new to site expected and inducted.

Evidence, owner, date

SIGN-OFF

CHECKED BY	SIGNATURE	DATE

NOTES AND ACTIONS
