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|  | | | Estates and Digital Services Division | | | | | | | | | | HS3/PP60-61-62 form | |
| Management of contractors – Monitoring work on site - HS3 form | | | | | | | | | |
|  | | |  | | |  | | | | |  | | | |
| Project/work and location | |  | | | | | | | | | | | | |
| Contractor | |  | | | Contact No. | | |  | | | | | | |
| Date | |  | | | Time | | |  | | | | | | |
|  | |  | |  | | | |  | | | | | | |
| **Observations** | | | | | | | | | | | | | | |
|  | Exc – Exceeding Standards / Adequate – Meeting Standards | | | | | | Exc | Ade | No | N/A | | Details | |  |
|  | Access & Egress – areas free from hazards? E.g. Slip and trip hazards | | | | | |  |  |  |  | |  | |  |
|  | Falls from height  E.g. ladders in good condition, tied or footed.  Guardrails, mid-rails and toe-boards used to prevent people and materials falling, scaffolds netted, fragile roof surfaces protected | | | | | |  |  |  |  | |  | |  |
|  | Excavations E.g. shored, covered or barriers to prevent falls, excavators or power tools not used near buried services | | | | | |  |  |  |  | |  | |  |
|  | Lighting – sufficient? E.g. general movement and task lighting | | | | | |  |  |  |  | |  | |  |
|  | Electricity safety E.g. tools, cables, systems, isolation, locked off, HV, LV enclosures | | | | | |  |  |  |  | |  | |  |
|  | Asbestos – any risk? E.g. drilling into building fabric | | | | | |  |  |  |  | |  | |  |
|  | Hazardous substances? E.g. used and stored safely or controlled like dust produced from work | | | | | |  |  |  |  | |  | |  |
|  | Personal Protective and Respiratory Equipment (PPE & RPE) E.g. protective footwear, high visibility clothing near site traffic, hard hats where there is risk of head injury or falling objects, | | | | | |  |  |  |  | |  | |  |
|  | Vehicles or Plant  E.g. reversing with audible and visible alarms, turned off and keys removed when not in use, suitably parked, not blocking exits or obstruct emergency service vehicle routes? | | | | | |  |  |  |  | |  | |  |
|  | Segregation of works  E.g. barriers, fencing, warning signs and not just cones and hazard tape, public protected | | | | | |  |  |  |  | |  | |  |
|  | Noise/Vibration  E.g. minimal disruption | | | | | |  |  |  |  | |  | |  |
|  | First Aid?  E.g. first aider, first aid kits, Safe Zone App on mobile phone | | | | | |  |  |  |  | |  | |  |
|  | Emergencies  E.g. aware of evacuation procedures, where assembly points are? | | | | | |  |  |  |  | |  | |  |
|  | Work equipment and tools, including equipment for working at height  E.g. inspection record, scaftag, PAT, no visible signs of damage | | | | | |  |  |  |  | |  | |  |
|  | Reset Cards  E.g. all workers have their individual Reset cards and qualifications in date. [Use Reset Verifier Web App](https://www.rcscard.co.uk/user/page/reset-app/50) to check qualifications  (Note: Reset membership not required on closed sites where Principal contractor is in charge or exemption confirmed with your line manager and Health and Safety Business Partner) | | | | | |  |  |  |  | |  | |  |
| **Monitoring carried out by (name and signature):** | | | | | | | | | | | | | |  |

|  | **Photographs** | **Description** |
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