

Simple Health Check

1. Do you have a written health and safety policy?



Yes



No

2. When was your health and safety policy last reviewed?



Within last 12 months



Within last 2 years



Never

3. When did you last have a health and safety audit?



Within last 12 months



Within last 2 years



Never

4. Have you provided formal health and safety training for your staff in areas which are relevant to your risk? (i.e. PPE, Manual Handling, Work at Height, LOLER, Noise, Work Equipment, Plant, Fire, First Aid, Vehicles and Transport etc.)



Yes



No

5. Do you have adequate trained first aiders, first aid kits and the correct means of reporting accidents within the business? You need to have kits with crew on site and the correct accident books with each kit. You also need to have your own fully qualified first aiders both on site and at your premises.



Yes



No

6. Do you have an active health and safety committee?

Yes

No

7. Have you risk assessed all the significant risks within your company?

Yes

No

8. Have your risk assessment been carried out by a competent person? (i.e. someone who is trained to carry out risk assessments and understands the industry in which you work)

Yes

No

9. Does the board (or most senior manager) review health and safety performance regularly?

Yes

No

10. Have you set key performance indicators to measure your health and safety performance?

Yes

No

11. Do you have access to competent health and safety advice? As an employer, you must appoint someone competent to help you meet your health and safety duties.

Yes

No

12. Do you have systems in place to ensure your staff all know the outcomes of risk assessments and necessary safety controls?

Yes

No

13. Have you displayed the Health Safety and Law Poster together with a copy of your Employers Liability Insurance certificate at your premises where all staff are able to read it?

Yes

No

14. Have you provided the correct PPE free of charge to all employees that require it, instruct them on its care and upkeep and what to do if is worn, lost, damaged or missing?

Yes

No

15. Have you had a full fire safety risk assessment carried out for your premises?

Yes

No

16. Have you trained all your staff in basic fire safety?

Yes

No

17. Have you adequate numbers of trained fire wardens for your premises?

Yes

No

18. Have you met all the requirements of the fire risk assessment?

Yes

No

19. Do you provided suitable and sufficient induction training for new employees on their first day of working for the company?

Yes

No

**20. Are staff on site provided with suitable and sufficient induction training upon arrival on a site?
If not provided by the client then Crew Chiefs should carry out inductions.**

Yes

No

21. Do you have adequate means in place to communicate the information in your health and safety policy to your employees?

Yes

No

22. Do you consult with your employees?

Remember consultation is a two way process, you must listen and take on board employees comments.

Yes

No