

Workplace Health and Safety Audit Checklist

Ziggurat Towers / 28 Jun 2023 / John Smiths		Complete			
Score	97.7%	Flagged items	0	Actions	0
Client / Site					Ziggurat Towers
Location			Dadasaheb Vichare Rd, Arya Nagar, Tardeo, Mumbai, Maharashtra 400034, India (18.9753991, 72.8146437)		
Conducted on 28.06.2023 14:50			8.06.2023 14:50 PST		
Prepared by					John Smiths

Working Environment

85.71%

Working Environment

85.71%

Is it too hot?	No
Is it too cold?	No
Is there adequate ventilation?	Yes



Photo 1

Is the lighting level adequate?

Yes



Photo 2

REFERENCE: A well lighted workplace. [This is an example of how you can use SafetyCulture to include best practice reference images in your templates to assist with inspections]



Is the environment dusty?	No
Health and Safety notice displayed?	No
Need to inform main office to provide notice.	
Is the work environment noisy?	No

Housekeeping 100%

Housekeeping 100%

Inspection area tidy, clean and well organised?	Yes
Access ways obstructed?	No
Tripping hazards (including floor finishes)?	No
All electrical cleaning equipment tested?	Yes
All equipment stored under correct conditions?	Yes
Rubbish disposal area clean and clear?	Yes
Sharps removal procedure in place?	Yes
No smoking signs in position?	Yes

Material storage	100%
Material Storage	100%

Correctly stored?	Yes
Shelving overloaded/stacked incorrectly?	No
Shelving in good condition?	Yes
Suitable access to high level storage?	Yes

0%
0

Electrical 100%

Is all portable equipment tested and labeled?	Yes
Leads undamaged?	Yes
Trailing leads?	Safe
Sockets overloaded?	No



Photo 3

Ladders/step ladders	100%
Ladders/step ladders	100%

Ladders/Step Ladders

100%

Procedure for inspection/records?	Yes
Equipment in good condition?	Yes
Company I.D./marking?	Yes
Procedure for erection?	Yes

Kitchen areas	75%
Kitchen Areas	75%
Safety notices in place?	No
Notice is now missing.	
Cleaning schedule in place?	Yes
Microwave sticker in place?	Yes
Spillage procedure in place?	Yes

Toilet Facilities

Toilet Facilities

Toilet area clean and tidy?	Yes
Adequate soap?	Yes
Hand towels/drying facilities in place and working?	Yes
Adequate toilet paper?	Yes
Sanitary disposal in place?	Yes
Sanitary vending in place?	Yes
Walls and surfaces clean?	Yes

First Aid	100%

First Aid

Name of appointed person displayed and dated?	Yes
Telephone number for appointed person displayed?	Yes
Emergency telephone number displayed?	Yes
Accident reporting procedure in place?	Yes

Fire Precautions

Fire Precaution

Routes clear of obstructions?	Yes
Fire doors easily opened?	Yes
Fire doors propped open?	Yes
Emergency lighting adequate?	Yes
Evacuation routes clearly signed?	Yes
Extinguishers in place?	Yes
Extinguishers in date?	Yes
Correct type?	Yes
Identification label in place?	Yes
Hose reels in test?	Yes
Smoke/heat detectors checked?	Yes

Fire instructions

Fire Instructions

100%

Posted up?	Yes
Free from damage?	Yes
Current and up to date?	Yes
Weekly test undertaken?	Yes
Annual evacuation undertaken?	Yes
Evacuation chairs in place?	Yes
Fire risk assessment completed?	Yes

COSHH (control of substances hazardous to health)

100%

COSHH 100%

COSHH assessments in place?	Yes
Exposure adequately controlled?	Yes
Data sheet information available?	Yes
Spillage procedure in place?	Yes
Correctly stored?	Yes
Correctly disposed of?	N/A
Disposal of hazardous waste in place?	Yes
Flammable liquids correctly stored/signed?	Yes

Machinery	100%

Machinery 100%

All guards in place?	Yes
Kept clean of rubbish?	Yes
Emergency stop buttons fitted?	Yes
Safety warning notices in place?	Yes
Risk assessment in place?	Yes

PPE (personal protective equipment)	100%
PPE	100%
Correct type for hazard identified?	Yes
Good condition?	Yes
Correctly stored?	Yes

Eyewash Bottles/Cylinders 100%

Eyewash Bottles/Cylinders

100%

Full?	Yes
In date?	Yes
Correctly stored/fixed?	Yes
Correct pressure?	Yes

Outside areas

Outside Areas

Roadways in good condition?	Yes
Pavements in good condition?	Yes



Photo 4

Access ramps in place?	Yes
Steps clear of obstructions and clean?	Yes
Cycle racks being used?	Yes
Hand rails in good condition?	Yes
All lights working?	Yes
All notices in place?	Yes

Completion

Completion

Recommendations

Overall in good condition but needs to have notices posted.

Full Name and Signature of the Inspector



John Smiths 28.06.2023 14:56 PST

Media summary







Photo 3

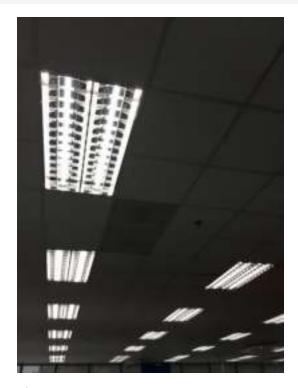


Photo 2

Photo 4



19/19