

# Site Set Up Checklist

## Roofing/Decking

Confirm Done

### **Fall Protection**

The most suitable edge protection to prevent falls from the roof should have been assessed and agreed with the roofing contractor. Has this been done, if not consider how falls will be prevented ready for when the work starts.

## Site Set Up

Confirm Done

### **Fire Points**

Establish sufficient Fire Points. These should be equipped with the correct type of Fire Fighting Equipment for the works carried out on site, a fire alarm, fire blanket and fire notices and plans.

### **First Aid**

Check First Aid Kits are fully stocked and readily available

### **Rubbish Area**

Has a rubbish area been established

### **Storage Areas**

Storage areas should be clear of obstructions, reasonably level, of adequate size, on ground which can withstand the imposed loads sited away from hazards and adequately enclosed

### **PPE**

Ensure that PPE is available for visitors to site

### **Messroom/Canteen**

The mess room should be large enough for the number of people using it, with sufficient seating and table capacity

Facilities must be available to provide hot drinks

Provision for preparing food e.g. a microwave oven or electric/gas cooker. Gas rings must not be used.

### **Drinking Water**

A supply of drinking water must be available, this can be from bottles or tanks if there are no mains services. It must be clearly marked as "Drinking Water"

### **Hot and Cold Running Water**

A supply of hot and cold running water

### **Toilet Facilities**

Ensure adequate toilet facilities available

### **Drying Room Facilities**

Ensure adequate drying facilities are available

Signed .....

Position .....

Date .....

Example Only