

ARCO | MURRAY

corporate services

Weekly Self-Inspection Form

Project: _____ Date: _____
 Filed By: _____ Supt.: _____

1. Jobsite

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are state and federal legal posters and safety signs mounted? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are safety meetings being held weekly and documented on site? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are first aid kits stocked and emergency eyewash available? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are emergency telephone numbers posted? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are safety programs available from each sub-contractor? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are Hazard Communication programs available with Material Safety Data Sheets? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have subcontractor foremen gone through the ARCO / Murray safety orientation training? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the jobsite marked with 'No Trespassing' signs? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the superintendent phone number posted on the jobsite or in a window? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is emergency response equipment available on the jobsite? (Rigging basket, etc.) if required due to building height and/or availability of EMS? |

2. Housekeeping and site conditions

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is hand washing available on projects where chemicals are used? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are debris chutes provided when material disposal is greater than <u>20 feet</u> ? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are floor holes greater than <u>2 inches</u> being identified, covered, and marked? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is a potable (drinkable) water supply available? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are nails being removed or bent over in scrap lumber? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are walkways and working areas unobstructed by debris and trash? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the jobsite barricades, postings, and warning signs being maintained and visible? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are containers properly labeled to identify contents and hazards? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are potentially hazardous atmospheres being tested for gases or lack of oxygen? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is adequate lighting available throughout the jobsite where individuals are working? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is emergency egress from the jobsite un-obstructed throughout the project? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are drop off areas greater than <u>4 feet</u> being protected and/or identified? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are reinforced caps being place on vertical rebar and impalement hazards? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are floor stub-ups being identified as trip hazards and marked with visibility paint? |

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3. Fire Prevention

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the maximum travel distance to a fire extinguisher <u>100 feet</u> or less where employees are working? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all fire extinguishers tagged and compliant with inspection date? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all fire extinguishers charged and ready for use? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are fire extinguishers located near hot work activities? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are fire extinguishers located near flammable liquid and gas storage? (<u>within 50'</u>) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are 'No Smoking' signs located near flammable liquid and gas storage? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are oxygen bottles stored at least <u>20 feet</u> away from acetylene bottles? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are protective valve caps in place on <u>stored</u> compressed gas cylinders? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are gas cylinders being stored in an upright position? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do above ground fueling tanks have dikes, berms, or catch basins available? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all LPG bottles being <u>stored outside</u> of the building? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is clear access available to fire hydrants for emergency personnel? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all flammable liquids being kept in approved flame-resistant metal containers? |

4. Personal Protective Equipment

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are hard hats available and being worn by all employees? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is adequate clothing being worn? (4 inch sleeves, leather shoes, long pants) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is eye protection being worn during cutting, chipping, and grinding activities? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are respirators being worn when required? (Wall grinding, block cutting, etc) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is hearing protection available and being worn when required? |

5. Electrical and Power Tools

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is all electrical equipment either properly grounded or double insulated? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all temporary electrical outlets equipped with <u>G.F.C.I's</u> ? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are terminal boxes affixed with covers? Are covers labeled and marked? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are cords and cables in good working condition including ground prongs? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are temporary electrical 'knock out' boxes <u>mounted</u> securely off the ground? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are open panel circuits being protected by the use of spacers? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are damaged or malfunctioning tools being removed from service? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are electrical power-tools free of cracked casings and/or cord damage? |

ARCO | MURRAY

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Weekly Self-Inspection Form

6. Excavations

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is a competent person present on the jobsite to inspect open excavations? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is an adequate means of access and egress present in the excavation (<u>every 25 feet</u>) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are excavations greater than <u>5 feet</u> in depth being benched, shored, protected, or sloped? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the spoil pile pulled back at least <u>2 feet</u> from the edge of the excavation? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are trench boxes at least <u>18 inches</u> above surface grade? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are trench boxes not undercut by greater than <u>2 feet</u> at the base? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If deeper than <u>20 feet</u> , has the excavation been engineered by a professional? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are any open excavations being inspected daily for changing conditions? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the excavation being evaluated to determine if a confined space hazard is present? |

7. Scaffolding

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is scaffolding on sound footing with base plates? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is a ladder or other acceptable means of access and egress provided? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the scaffolding secured and tied into the structure? (<u>every 26' in height, and every 30' in length</u>) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are scaffolding guardrails located at <u>42 +/- 3 inches</u> with an intermediate in the center? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is falling object protection provided under the scaffolding? (toe boards or restricted access) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are suspension ropes, outriggers, and cables in good condition on swing stages? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is independent life line fall protection being used during use of swing stage scaffolding? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is fall protection being utilized on scaffolding when employees are <u>over 10 feet</u> in height? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are rolling scaffolds using outriggers when greater than <u>4 tiers</u> high? (3 in California) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the scaffolding working platform at least <u>18 inches</u> in width? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are scaffold planks not cracked or damaged to impede use? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the scaffold working deck fully planked to block potential fall hazards? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do scaffold planks extend at least <u>6 inches</u> past supports? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Was all scaffolding erected by a <u>certified</u> scaffold erector? |

8. Hoists, Cranes, and Derricks

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are <u>annual</u> inspections up to date and posted on the crane housing? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the operator completing daily inspections? Are <u>weekly</u> inspections being documented? (and maintaining log in the crane cab) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are outriggers being properly cribbed and set on pads when required? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all power lines at least <u>10 feet</u> from the crane boom and rigging? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is crane cab affixed with hand signal chart? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are alarms working and audible? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the crane swing radius being adequately protected and/or barricaded? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the crane slings and rigging in good condition? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are tag lines being used to control loads when necessary? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the crane load chart available? |

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9. Heavy equipment and vehicles

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are back up alarms working and audible? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If fueling stations exist near traffic, are they protected with barricades? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are no employees riding illegally on equipment? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are vehicles traveling at a safe rate of speed? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are seat belts being used if required? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are roadway drop-off areas being marked or protected for operators? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all forklift drivers licensed to operate the machine? |

10. Steel Erection and Welding

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all ironworkers over 15 feet height <u>wearing</u> full body harnesses and lanyards? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all ironworkers (except connectors) <u>using</u> fall protection when working over 15 feet in height? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are <u>all</u> ironworkers over <u>30 feet</u> in height 100% tied off using a full body harness and lanyard? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is <u>100 %</u> fall protection being maintained when decking operations are over 30 feet? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the Controlled Decking Zone marked with control lines? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are compressed gas regulators not damaged or cracked? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are welding leads free of cuts and punctures? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are flashback arresters in place on compressed gas hoses? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are safety shields and welding screens in place when necessary? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are fire extinguishers present during all welding and cutting activities? |

11. Aerial platforms

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are harnesses and lanyards being utilized by employees using boom lifts? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the door or mid chain closed/attached on scissor lifts? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the ground level and free of debris around the aerial platform? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are floor holes, column cut outs, or obstructions moved or identified for the operators? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are no employees using the lifts rails to perform elevated work? |

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12. Ladders and Stairwells

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are ladders in good working condition and not painted to inhibit inspection? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are ladders in use tied off and secured to prevent movement and tipping? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are ladders extending at least <u>36 inches</u> above landing? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are no A-frame ladders being leaned against wall for use? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are no extension ladders being separated and used in sections? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are rungs and cleat spacing not over <u>12" inches O.C.</u> for job made ladders? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are ladder rungs evenly spaced on job made ladders? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are steps having <u>more than 3 risers</u> equipped with top and mid guardrails? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are steps available for breaks in elevation greater than <u>19 inches</u> ? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are stairwell landing platforms adequately equipped with top and mid rails? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is general fall protection being observed for employees working over <u>6 feet</u> ? |

13. Concrete tilt construction

| Y | N | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is a pre-lift meeting being held to discuss panel erection safety? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are conditions safe in regards to wind and weather to lift a panel? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are wall braces are in good condition and free of defects and damage? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the floor slab and erection area free of debris with obstacles removed? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are unauthorized personnel removed from the area prior to any lifting? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is a certified rigger inspecting equipment and methods prior to lifting panels? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If walking a panel, are all obstacles in the path of crew and crane removed? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are <u>no</u> braces removed until all the structural connections are completed? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are braces being inspected daily prior to work? |

Comments: (list section you are referencing)

The intent of this inspection is to reduce workers' compensation claims and is no way intended to insure total project safety. It also does not guarantee, insure, or warrant safety of your equipment, project site, safety of your equipment, project site, employees, subcontractor, and their employees, and expressly disclaims all liability arising from any type of personal injury, compliance with laws or regulations, disease, or accidents at your project site.

CC: Project Management Team, Safety Department, Subcontractor, File

Signature: _____