

Appendix D – Site Inspection Form

|        |                      |
|--------|----------------------|
| Title  | Site Inspection Form |
| Number |                      |

|                       |  |                                      |
|-----------------------|--|--------------------------------------|
| Date:                 |  | Weather conditions (wet/windy etc.): |
| Auditors Name         |  |                                      |
| MD accompanied (Y/N)? |  |                                      |

| Item                                                                               | Check | Comments/Actions |
|------------------------------------------------------------------------------------|-------|------------------|
| Site fences & gate                                                                 |       |                  |
| Environmental Permit & management system up to date?                               |       |                  |
| Concrete surface integrity                                                         |       |                  |
| Staffing levels                                                                    |       |                  |
| Waste types stored in compliant areas?                                             |       |                  |
| Waste quantities                                                                   |       |                  |
| Fines stored undercover and secure?                                                |       |                  |
| Amount of waste stored internally?                                                 |       |                  |
| Waste segregated?                                                                  |       |                  |
| Segregated plasterboard bagged?                                                    |       |                  |
| Site diary up to date?                                                             |       |                  |
| Quarantine area & sign                                                             |       |                  |
| Safety signs                                                                       |       |                  |
| Building condition                                                                 |       |                  |
| Vermin & Odour?                                                                    |       |                  |
| Spillages / spill kit                                                              |       |                  |
| Site drainage:<br>- any stagnant/standing water?<br>- any blocked drains/channels? |       |                  |
| Any items of inoperable plant?                                                     |       |                  |
| Fuel stocks                                                                        |       |                  |
| PPE stock                                                                          |       |                  |
| First aid kit stocks                                                               |       |                  |
| Any off-site releases of mud/dust                                                  |       |                  |
| Firefighting equipment                                                             |       |                  |
| Oil interceptor working?                                                           |       |                  |
| Oil containers stored in bunded area?                                              |       |                  |
| Complaints received?                                                               |       |                  |

General comments and actions to be taken:

Report Approved by (MD signature):