**Week Commencing:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Daily Check** | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat** | **Sun** |
| TCM signed in? |  |  |  |  |  |  |  |
| Waste/materials stored in correct area? |  |  |  |  |  |  |  |
| Outputs – stored in separate marked areas |  |  |  |  |  |  |  |
| Condition of yard – surface integrity, spillages, debris |  |  |  |  |  |  |  |
| Water storage tank – visual check of integrity |  |  |  |  |  |  |  |
| Dust – visual assessment  |  |  |  |  |  |  |  |
| Dust – bowser operational |  |  |  |  |  |  |  |
| Noise – assess operations  |  |  |  |  |  |  |  |
| Wheel wash - functional |  |  |  |  |  |  |  |
| Mud on road – site entrance checked |  |  |  |  |  |  |  |
| Odour – check for complaints, assess odour |  |  |  |  |  |  |  |
| Litter – check complaints, litter around site |  |  |  |  |  |  |  |
| Security – boundary condition |  |  |  |  |  |  |  |
| Condition of road/site surfaces – cleanliness, surface condition |  |  |  |  |  |  |  |
| 🗹 if OK or nothing to report |  |  |  |  |  |  |  |
| 🗷 if not – see facility diary for details |  |  |  |  |  |  |  |
| **Weekly Inspections** | **Comments** |
| Permit & EMS – available & up to date |  |
| Duty of Care documents – checks current & recorded? |  |
| Mobile & static plant maintenance – checks completed |  |
| Accommodation/welfare facilities – toilets, mess |  |
| **Monthly Inspections** | **Comments** |
| Warning/information signs – suitability, condition |  |
| Site ID board – condition, still current |  |
| Fire extinguishers / safety equipment |  |
| First Aid boxes – contents & position |  |
| Plant maintenance schedules |  |

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| Comments: |

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| Checks carried out by: | Print Name | \_\_\_\_\_\_\_\_\_\_\_\_\_ | Signed | \_\_\_\_\_\_\_\_\_\_\_\_\_ | Date | \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Reviewed by Manager/Director: | Print Name | \_\_\_\_\_\_\_\_\_\_\_\_\_ | Signed | \_\_\_\_\_\_\_\_\_\_\_\_\_ | Date | \_\_\_\_\_\_\_\_\_\_\_\_\_ |