**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 | \_\_\_\_\_\_\_\_\_\_\_\_\_ |