

Daily Site Inspection Checklist

RUN THE BUSINESS

Mandatory for all sites with an Environmental Permit –
mandatory items specified / additional requirements to reflect local Permit conditions to be included

SITE NAME:				WEEK COMMENCING:				
MANDATORY QUESTIONS FOR ALL SITES WITH AN ENVIRONMENTAL PERMIT								
QUESTION	MON	TUE	WED	THU	FRI	SAT	SUN	COMMENTS / ACTIONS
Are all areas of site clear & tidy, containers & waste stored in the correct places & spillages cleared?								
Are waste levels in line with your permit requirements, contained fully within bays or containers & not above or outside of push walls?								
Has all litter both inside & outside of the site boundary been cleared before the end of the working day?								
Are there any signs of excessive dust on site, if yes are dust control measures in place, please detail these?								
Are pest control measures in place & suitable, e.g bait boxes, fly bags & bird scarers? Are there any signs of pest issues?								
Are there any excessive odours on site, or can odours be detected beyond the site boundary?								



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Have you conducted odour sniff tests?								
MANDATORY QUESTIONS FOR ALL SITES WITH AN ENVIRONMENTAL PERMIT								
QUESTION	MON	TUE	WED	THU	FRI	SAT	SUN	COMMENTS / ACTIONS
Are there any noise issues on site?								
Are all perimeter fences in place around the entirety of the site & are intact, is CCTV working & in place where relevant?								
Are all surfaces free from cracks, potholes or damage?								
Are all drains & gullies free from litter & debris, so that liquid can freely flow?								
Is there any ponding water on site?								
Are all fuel tanks, oil storage & bunds, clear & free from liquids, hoses are stored within bunds & there are no leaks or spillages?								
Are all spill kits sufficiently stocked, in locations near high risk areas & suitable for the material they may need to contain?								
FIRE								
Are all internal and external fire doors clear / closed / operational?								



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Are all emergency exit routes clear?								
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SITE SPECIFIC QUESTIONS LINKED TO LOCAL PERMIT CONDITIONS (WHERE REQUIRED)								
QUESTION	MON	TUE	WED	THU	FRI	SAT	SUN	COMMENTS / ACTIONS

	MON	TUE	WED	THU	FRI	SAT	SUN
Inspection completed by (initial):							
Actions closed (Manager sign / date)							
Action added to AVA (AVA action ID)							

√ - Satisfactory	X - Unsatisfactory	NI - Not Inspected	NA - Not Applicable
PLEASE PROVIDE COMMENT IF NOT SATISFACTORY (Use separate sheet as required)			