Site Housekeeping Checklist for Construction Sites

**Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| 1. General Site Cleanliness   * **Debris Removal**   1. ☐ All construction debris is cleared regularly.   2. ☐ Waste disposal bins are available and used appropriately.   3. ☐ Hazardous materials are properly labeled and disposed of in designated areas. * **Walkways and Access Routes**   1. ☐ Walkways are clear of obstructions at all times.   2. ☐ Proper signage is placed to indicate clear and safe paths.   3. ☐ Temporary ramps or walkways are secure and stable.   2. Tool and Material Storage   * **Tools and Equipment**   1. ☐ All tools are returned to their designated storage areas after use.   2. ☐ Damaged tools are reported and removed from service.   3. ☐ Electrical cords are secured and do not create trip hazards. * **Material Stacking and Storage**   1. ☐ Construction materials are neatly stacked and stored away from active work areas.   2. ☐ Heavy materials are stored on lower racks to prevent falling hazards.   3. ☐ Flammable materials are kept in designated fire-resistant storage areas.   3. Waste Management   * **Segregation of Waste**   1. ☐ Waste is sorted into categories (e.g., wood, metal, hazardous waste, general debris).   2. ☐ Recycling bins are labeled and used correctly.   3. ☐ Hazardous waste is disposed of according to local environmental regulations. | * **Regular Waste Disposal**   1. ☐ Waste bins are emptied at regular intervals to prevent overflow.   2. ☐ Dumpsters and waste collection points are accessible and do not obstruct work areas.   3. ☐ Sharp objects, such as nails and broken glass, are disposed of immediately.   4. Safety Considerations   * **Slips, Trips, and Falls Prevention**   1. ☐ Spills are cleaned immediately and marked with warning signs.   2. ☐ Loose materials are secured to prevent falling hazards.   3. ☐ Uneven surfaces and holes are covered or properly marked. * **Fire and Emergency Preparedness**   1. ☐ Fire exits remain unobstructed at all times.   2. ☐ Fire extinguishers are easily accessible and regularly inspected.   3. ☐ Emergency evacuation routes are clearly marked and maintained.   5. Inspections and Accountability   * **Daily Inspections**   1. ☐ Supervisors conduct daily inspections of site cleanliness and housekeeping.   2. ☐ Identified hazards are documented and corrected promptly.   3. ☐ Workers are encouraged to report unsafe conditions immediately. * **Worker Responsibilities**   1. ☐ All workers participate in maintaining a clean and organized worksite.   2. ☐ Housekeeping duties are assigned as part of regular work tasks.   3. ☐ Safety briefings include reminders on site housekeeping responsibilities. |

**Corrective Actions Taken:**

**Follow-Up Inspection Date:**

**Inspector's Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Site Supervisor's Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**