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Temporary Fencing and Site Access Inspection Checklist

Temporary Fencing and Site Access Inspection with interactive checklist, fully commentable, and export as PDF/Excel. Verify fencing, gates, signage, and egress with measurable, audit-ready evidence.

Project:
Date:
Filled by:

Perimeter Fencing	
1	Measure fence height at 10 m intervals; confirm ≥ 2.0 m or per approved drawings; photograph tape measure at each point; record readings (m) in log.
2	Check post foundations or ballast: verify embed depth or block mass per approved project specifications; document quantities, locations, and photos showing stable bases.
3	Inspect panel joints: minimum two clamps per joint, bolts torqued 25–40 N·m; record torque values; photo close-ups of each typical connection.
4	Confirm ground-to-panel gap ≤ 100 mm; install toe boards or mesh skirts where terrain undulates; measure with ruler; photograph before/after.
5	Verify mesh aperture ≤ 50 mm and no climb assists (bracing on inside only); capture photos demonstrating anti-climb configuration along sample sections.
6	Secure base plates to prevent trip hazards: orient away from walk paths; add high-visibility caps; take wide-angle photos showing clear footpaths.
7	Maintain a 0.5 m clear zone along fence line: remove debris, materials, or spoil; photograph cleared stretches with measuring rod for scale.

Gates and Access Control	
8	Measure clear gate width against plan; record width (m) and gate ID; verify enough turning/queuing space for design vehicles; photo with measurement.
9	Confirm gate swing direction away from public footways; pedestrian gates self-close within 5 s; video evidence of closure speed; adjust closer as needed.
10	Check locking: keyed-alike padlocks, anti-tamper chains, lock boxes installed; record lock numbers/keys issued; photo of secured latch and lock-off method.
11	Verify access control point: visitor sign-in, permits, and delivery instructions posted; test process by mock entry; attach completed sample log page.
12	Inspect gate threshold: level change ≤ 15 mm or provide ramp/plate; measure step height; photo of ramp solution and anti-slip surface.
13	Validate sightlines: minimum 15 m clear view each direction or as planned; install convex mirrors if obstructed; photo from driver eye height.

Signage and Wayfinding	
14	Install mandatory signs at entries: PPE, site rules, emergency contacts; mount 1.5–2.1 m above ground; photo each board with date.
15	Provide wayfinding arrows to offices, induction point, and muster area; spacing ≤ 25 m; capture route photos showing sequential markers.
16	Display hazard/traffic signs at gates: retroreflective faces for night visibility; confirm clean, undamaged, and facing traffic; night photos with flash off.
17	Check language/legibility: provide translations per workforce; main text ≥ 50 mm letter height; document readability distance with photo references.

Emergency Routes and Egress	
18	Test emergency gate hardware: break-glass or quick-release operable within 5 s; video test; reset procedure posted adjacent.
19	Measure egress route clear width ≥ 1.2 m; no obstructions or stored materials; record measurements every 10 m; photo corridor conditions.
20	Assess walking surface evenness: crossfall ≤ 2% and no tripping edges; slip-resistance acceptable (wet pendulum > 35 BPN); attach meter readings.
21	Verify lighting: average ≥ 50 lx along routes; backup power available; record lux levels with light meter; night photos verifying uniformity.
22	Confirm muster point: signed, unobstructed, capacity adequate for crew size; distance and path indicated; photo of sign and cleared area.

Documentation and Evidence	
23	Upload fence layout with gate IDs; add geotagged photos of all corners and entries; mark anomalies on plan; store in project folder.
24	Complete daily inspection record; include measurements, photos, and corrective actions; obtain supervisor and HSE signatures; timestamp entries.
25	Display QR code at gates linking to this checklist; test scan from 2 m; attach screenshot and photo of posted code.
26	Log nonconformances with assigned owner and due date; upload close-out evidence (photos, retest readings); change status to closed upon verification.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Temporary Fencing and Site Access Inspection ensures that temporary perimeter barriers, entry gates, safety signage, and emergency routes align with approved plans and keep people and assets safe. This focused scope covers temporary site fencing inspection, site access control, and perimeter security checks around construction and maintenance works. By confirming fence height, stability, and anti-climb features, you deter trespass and reduce collapse risks. By validating gate width, closers, and locking, you prevent vehicle–pedestrian conflicts. By auditing signage and wayfinding, you guide deliveries, visitors, and responders reliably, day and night. And by proving emergency egress routes are clear, lit, and measured, you avoid blocked exits, fines, and shutdowns. Use this interactive checklist to capture readings, photos, and stakeholder sign-offs in one place. Tick items on mobile, add comments for issues, assign actions with due dates, and export as PDF/Excel—each record secured by a unique QR.	1. Preparation: Review approved drawings, traffic plan, and authority requirements. Gather steel tape, torque wrench, spirit level, light meter, high-visibility caps, and smartphone/PPE. Brief the team on access times, hazards, and emergency procedures. 2. Site Walkdown: Start at the primary gate and proceed clockwise. Mark sample joints for torque checks, note plan-dependent criteria, and capture geotagged photos at corners, gates, and signage clusters. 3. Using the Interactive Checklist: Enable interactive mode, tick items as verified, attach photos/readings, and add comment threads for issues. Assign corrective actions with owners and due dates; track status. 4. Export and Share: Generate an export as PDF/Excel for briefings and audits. Include plan overlays and photo logs; embed the unique QR code for record authentication. 5. Sign-Off and Archive: Obtain digital signatures from supervisor and HSE. Distribute to stakeholders, post the gate QR link, and archive records in the project CDE with version control.