

HS&E WORKPLACE / SITE ASSESSMENT FORM

Prior to commencement of work REMOTЕК Pty Limited seeks to ensure that it's staff and contractors will be operating in safe work environment. To assess these situations, all staff and contractors are to ensure the completion of this form prior to the commencement of work to determine the HS&E considerations of the worksite. Your assistance in providing the relevant information is appreciated.

Name or Organisation: _____

Location / Site: _____

Contact Details: _____

Please tick the appropriate box, where applicable, to confirm that you or your organisation has implemented HS&E plan or program in place.

Evidence that a HS&E strategy exists in your workplace and is accredited under appropriate state legislation.

Evidence of a site safety plan.

Program for appropriate site induction and / or training to be provided.

Confirmation that risk assessments have been undertaken and evidence of the use of the hierarchy of controls in minimising risk.

Evidence of a systematic approach to issue resolution and incident investigation.

Evidence of instructions for local emergency procedures.

Evidence of safe working procedures.

If your organisation does not have an accredited HS&E policy and safety plan in place, could you please ensure that the following occurs:

If personal protective equipment is required, please specify prior to work commencing (eg hard hats, goggles, ear muffs etc).

Provide a description of the nature of the work and the way/s in which these risks will be minimised.

That REMOTЕК Pty Limited employee or other organisation member is to report to the site office at the appropriate times and will receive an induction into the workplace.

Signed:

Date:

Title:.....

Position:

Organisation (if not REMOTЕК Pty Limited):