

Construction Site Safety Induction Checklist

Project & Personnel Details

Project Name

Location

Date

Employee Name

Position

Inductor Name

Induction Items

Item	Tick if Explained	Comments
Site Emergency Procedures	<input type="checkbox"/>	<input type="text"/>
Site Rules & Regulations	<input type="checkbox"/>	<input type="text"/>
First Aid Locations	<input type="checkbox"/>	<input type="text"/>
Fire Exits & Fire Equipment	<input type="checkbox"/>	<input type="text"/>
Personal Protective Equipment (PPE)	<input type="checkbox"/>	<input type="text"/>
Hazard Reporting Procedures	<input type="checkbox"/>	<input type="text"/>
Incident/Accident Reporting	<input type="checkbox"/>	<input type="text"/>
Restricted & Dangerous Areas	<input type="checkbox"/>	<input type="text"/>
Site Amenities (Toilets, Break Rooms)	<input type="checkbox"/>	<input type="text"/>
Waste Disposal Procedures	<input type="checkbox"/>	<input type="text"/>
Manual Handling Techniques	<input type="checkbox"/>	<input type="text"/>

Attendee Declaration

Signature

Date

Inductor Declaration

Signature

Date

Notes