

BASES SAFETY MANAGEMENT ASSESSMENT – FIELD VISIT

Date:	Contractor name:	Client Site:
	Worker name:	Auditor:
	Workers Years w/Company:	

		Possible Score	Score Achieved
Health and Safety Policy and Targets			
12.1.1	Is the Health and Safety Policy posted, signed, and dated within the past 12 months? Where can you find it?	2	
12.1.2	Are you familiar with your company's Health and Safety Targets/focus areas? Can you give me an example of one?	2	
12.1.3	What is your company's actual safety performance so far this year?	2	
12.1.4	Have you been acknowledged for meeting the safety targets? In what way?	2	
Roles & Responsibilities and Control			
12.2.1	Did you receive an orientation when you first started work?	2	
12.2.2	Who is your health and safety rep? (the worker rep)	2	
12.2.3	Have you received training re: Bill 168 - workplace violence/harassment?	2	
12.2.4	What are your rights, as a worker, under the OHS Act?	2	
12.2.5	What is the procedure for reporting violence or harassment in the workplace?	2	
12.2.6	Describe your company's progressive discipline procedure.	2	

Documents, Procedures, Reports & Communication			
12.3.1	Occupational Health and Safety Act posted? Where can you find it?	2	
12.3.2	Health & Safety at Work Poster? (English & majority workplace language)	2	
12.3.3	WSIB Form 82 posted? (In Case of Injury/Illness at Work; 1,2, 3, 4)	2	
12.3.4	WHMIS Safety Data Sheets- do you have access and know where to find them?	2	
12.3.5	What would you do in the event of an emergency? (give example)	2	
12.3.6	How do you resolve safety issues? (auditor give example)	2	
Health and Safety Program Promotion and Communication			
12.4.1	Does your company promote off-the-job health and safety? In what ways?	2	
12.4.2	What was the topic of the most recent toolbox talk?	2	
Proactive Safety Systems			
12.5.1	Participated in your company's behavior-based observation program in the last month? As an observer or the observed worker?	2	
12.5.2	Is positive reinforcement included with the feedback from the observation?	2	
12.5.3	How are observation results/shared learnings communicated to all employees?	2	
12.5.4	Is your company using a pre-job hazard assessment program like TASC/FLHA/JSA.?	2	

12.5.5	Do supervisors perform random TASC/JSA/FLHA audits in the field for quality? How often?	2	
12.5.6	Please describe how to fill out a TASC card/pre-job hazard assessment; what goes on the document? <ul style="list-style-type: none"> - One point for listing steps of the job/task - One point for identifying hazards associated with the job steps - One point for control measures/mitigations listed for the hazards - One point for workers signatures 	4	
12.5.7	Do you have programs/procedures/tools/equipment that help to prevent dropped objects? Give 2 examples.	2	
12.5.8	What is the procedure to report a near miss or hazardous condition?	2	
12.5.9	Do you complete pre-use checklists? For which equipment/tools?	2	
12.5.10	Does the supervisor conduct jobsite visits? How often?	2	
Personal Protective Equipment			
12.6.1	With respect to PPE expectations for your tasks; what PPE are you required to wear/use?	2	
12.6.2	Have you received training on how to properly inspect and use the required PPE? Where do you receive training (IEC/new hire orientation)	2	
Tools, Equipment, and Resources			
12.7.1	What tools do you use for your job/tasks? Does the company provide them?	2	
12.7.2	How do you report defective tools?	2	

12.7.3	Is drinking water readily available to workers?	2	
12.7.4	Do you have a fire extinguisher available to you at your work locations/in vehicle? Are the inspections up to date? Who does them?	2	
Safety Training/Procedures			
12.8.1	Have you received Working At Heights training?	2	
12.8.2	For Working at Heights activities, is a Fall Protection rescue plan developed and communicated? Where can it be found? (e.g. part of JSA, on the TASC card, etc.)	2	
12.8.3	Does the company have a New/Young worker or Short Service Worker Mentorship program for workers new to the company, client site or job task?	2	
12.8.4	Are the New/Young workers/SSWs identified by some visible means; different colored hard hat, sticker, arm band, etc. when they go to client sites?	2	
12.8.5	Are you aware of why you are considered a New/Young worker (question for New/Young workers only)	2	
12.8.6	What restrictions/limitations do you have as a New/Young worker? (question for New/Young workers only)	2	
12.8.7	Can you, the New/Young worker, tell me who your Mentor is? (question for New/Young workers only)	2	
12.8.8	Is your Mentor aware of his/her role/responsibilities? (question for New/Young workers only)	2	
12.8.9	What would you do in the event of needing first aid?	2	

12.8.10	Where is the nearest first aid station or kit?	2	
12.8.11	Is your BSO Plus annual refresher test completed to date?	2	
12.8.12	Do you receive training in BSO Plus monthly safety topics or company safety topics?	2	
	TOTAL	94	