

1 Are new employees inducted into your workplace?	
2 Do you have Standard Operating Procedures for all your machinery?	
3 Do you have records of training that your employees undertake?	
4 Do you have a Workplace Health and Safety Policy?	
5 Is your Workplace Health and Safety Policy displayed?	
6 Do your staff understand their obligations for workplace health and safety?	
7 Do employees have access to adequate Personal Protective Equipment (PPE)?	
8 Do you check that employees fit PPE correctly?	
9 Does the PPE supplied meet the required legal standards?	
10 Do you show your employees how to fit PPE correctly?	
11 Can visitors wander through your workplace unescorted?	
12 Are pedestrian traffic areas clutter free and easy to walk through?	
13 Are fire evacuation plans displayed prominently throughout the workplace?	
14 Do your employees know how to report incidents and accidents?	
15 Do you know your responsibilities for reporting incidents and accidents.	
16 Are your fire extinguishers serviced twice a year?	
17 Is the location of your fire extinguishers known to your employees?	
18 Are your fire extinguishers correctly identified?	
19 Is there clear access to all your work areas?	
20 Have any employees required first aid in the past 12 months?	
21 Do your employees sign any workplace Occupational Health and Safety (OHS) Agreement?	
22 Is anyone regularly checking OHS Compliance in your workplace?	
23 Have you conducted a risk assessment to identify first aid kit requirements?	
24 Does anyone service or check your first aid kit for supplies?	
25 Do you have any domestic ladders at your workplace?	
26 Are ladders inspected on a regular basis for damage?	
27 Are ladders checked for their suitability to the task?	
28 Are ropes on extension ladders in good condition?	
29 Have storage and manual handling processes been developed ergonomically?	
30 Do you supply sunscreen for employees going outside?	
31 Are company vehicles checked at least weekly for their condition?	
32 Do you have a Drug and Alcohol Policy in place?	
33 Are employees inducted into new vehicles?	
34 Do have a medical register where any medical conditions are logged?	
35 Has a workplace safety audit been conducted in the past 12 months?	
36 Have you ever received an improvement notice?	
37 If you had to submit your OHS System Score would you be confident?	