Safe Act Observation - Field

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Observers Name: _____
Observers Dept: _____
Work Area Observed: _____
Task Observed: _____
Date: _____

Positions Of People ❑ *Tick if all safe*

Tick If Unsafe

- ❑ Potential to be struck by objects
- ❑ Could strike against objects
- ❑ Could get caught in or between objects
- ❑ Potential for strain/overexertion
- ❑ Potential slip/trip/fall hazards/drowning
- ❑ Potential exposure to gas/heat/fumes/extreme temperatures
- ❑ Potential for contacting electric current

Personal Protective Equipment ❑ *Tick if all safe*

Tick If Unsafe

- ❑ Not wearing helmet (if appropriate)
- ❑ Not wearing hearing protection (if appropriate)
- ❑ Not wearing eye protection (if appropriate)
- ❑ Not wearing correct footwear
- ❑ Not wearing suitable protective clothing
- ❑ Not wearing gloves (if appropriate)
- ❑ Other

Tools & Equipment ❑ *Tick if all safe*

Tick If Unsafe

- ❑ Incorrect for the task
- ❑ Not used correctly
- ❑ Unsafe condition

Procedures ❑ *Tick if all safe*

Tick If Unsafe

- ❑ Not known or understood
- ❑ Inadequate
- ❑ Not followed
- ❑ Permit not issued (if appropriate)
- ❑ Isolations incorrect (if appropriate)

Housekeeping ❑ *Tick if all safe*

Tick If Unsafe

- ❑ Trip hazards evident
- ❑ Workplace not orderly
- ❑ Area unsecure

Safe Act Observation Report

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Safe Acts Observed

If a tick is placed in the "***Tick if all safe***" box, what positive feedback was provided to encourage safe performance?

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Unsafe Acts Observed

If any "***Tick if unsafe***" box is marked, what action was taken to modify the unsafe behaviour?

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