

CONSTRUCTION & FIELD OPS CONTRACTOR SAFETY TEMPLATE

Contractor Safety Checklist

Inspect contractor coordination, competency, PPE, task planning, permits, equipment, worksite controls, subcontractors, emergencies, field compliance, incidents, and corrective actions.

PROJECT / LOCATION

INSPECTION DATE

CONTRACTOR

APPROVER

1. Safety setup, contractor scope, responsibilities, and governance

- 1 Confirm the project, contractor, work package, work areas, inspection date, contract owner, contractor supervisor, HSE representative, inspector, and approver.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Review the contractor's actual live work, not only the contract scope.

- 2 Define the contractor's current work scope, active crews, subcontractors, shifts, high-risk activities, equipment, interfaces, and simultaneous operations included in the review.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Multiemployer responsibilities should be clear before hazards are created.

- 3 Verify safety responsibilities are clearly allocated between the controlling employer, contractor, subcontractors, supervisors, competent persons, and workers before work begins.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: OSHA recommends coordinating who will implement and maintain safety-program elements before work starts.

- 4 Confirm the contractor's safety requirements, site rules, reporting lines, stop-work expectations, and escalation process are consistent with the project's safety program.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Consistent site and contractor expectations improve worker understanding.

- 5 Review recent incidents, near misses, stop-work events, repeated safety findings, overdue corrective actions, and previous contractor performance concerns.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Use previous incidents and repeat findings to focus the inspection.

- 6 Record the inspection scope, critical restrictions, conditional work permissions, responsible owners, and evidence required before affected work continues.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Restrictions should state exactly what work is affected and what evidence is needed.

2. Hazard communication, coordination, site rules, and changing conditions

- 7 Verify the contractor has received current information about site hazards, restricted areas, emergency procedures, traffic routes, utilities, simultaneous operations, and worksite-specific controls.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Hazard information should be exchanged before onsite work and whenever conditions change.

- 8 Confirm the contractor communicates hazards created by its work to the host or controlling employer and to other employers whose workers could be affected.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Contractors should communicate hazards their work could create for others.

- 9 Check important differences between contractor procedures and site safety rules have been resolved so workers receive consistent instructions and protection.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: OSHA recommends harmonizing important safety-policy differences across multiemployer worksites.

- 10 Verify supervisors review changing conditions, nearby work, deliveries, lifting, temporary works, weather, process changes, and schedule changes that could affect contractor safety.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Changing schedules and nearby work can invalidate otherwise good controls.

- 11 Confirm coordination meetings, daily briefings, pre-task discussions, or equivalent mechanisms are used to address cross-contractor hazards before work starts.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Coordination should happen before simultaneous work overlaps.

- 12 Escalate unresolved coordination conflicts that could expose workers to inconsistent controls, overlapping hazardous work, unsafe access, or conflicting permits.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Do not leave critical cross-contractor conflicts unresolved at supervisor level.

3. Worker competency, training, supervision, and authorization

13

Verify contractor workers have received instruction in recognizing and avoiding unsafe conditions and the safety requirements applicable to their work environment.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: OSHA 1926.21 requires employees to be instructed in recognition and avoidance of unsafe conditions.

14

Confirm task-specific training, licenses, operator cards, trade qualifications, competent-person appointments, and specialist authorizations are current where required.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Check qualifications against the exact role or equipment being used.

15

Check workers assigned to high-risk activities understand the exact hazards, controls, equipment, permit conditions, emergency steps, and stop-work criteria for the task.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: High-risk work training should match the task and site conditions.

16

Verify supervisors have adequate competence, authority, workforce coverage, communication ability, and presence to control contractor work effectively.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Supervisors need both competence and authority to stop unsafe work.

17

Confirm new, transferred, temporary, or replacement workers receive required site and task information before being exposed to unfamiliar hazards.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Replacement workers should not inherit authorization automatically.

18

Restrict workers from tasks when required training, qualification, medical clearance, fit testing, license, or authorization is missing, expired, or inconsistent with the assigned work.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Training gaps should restrict the affected task until corrected.

4. PPE, worker protection, welfare, and safe behavior

19

Verify required PPE is selected for the contractor's actual hazards, provided and used as required, maintained in a sanitary and reliable condition, and properly fits each affected worker.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: PPE must match the hazard and remain sanitary and reliable.

20

Inspect head, eye, face, hand, foot, hearing, high-visibility, respiratory, fall-protection, electrical, and other task-specific PPE for serviceable condition and correct use.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: OSHA construction PPE must now be selected to properly fit each affected employee.

21

Confirm workers understand PPE limitations, inspection requirements, replacement triggers, cleaning, storage, and how to report defective or poorly fitting equipment.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Workers should know when PPE must be replaced or withdrawn.

22

Observe contractor work for unsafe acts such as bypassing guards, standing in line-of-fire zones, unsafe climbing, removing PPE, entering exclusions, or defeating protective systems.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Field observation often reveals risks that paperwork does not show.

23

Verify drinking water, sanitation, rest areas, heat or cold controls, lighting, access, and other worker welfare arrangements are suitable for the work conditions where applicable.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Include welfare controls when environmental conditions make them relevant.

24

Create immediate corrective action when missing, damaged, unsuitable, or poorly fitting PPE or unsafe worker behavior creates uncontrolled exposure.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Missing critical PPE is a work-control issue, not only an administrative finding.

5. Pre-task planning, risk assessments, permits, and high-risk work

- 25 Verify current risk assessments, job hazard analyses, job safety analyses, or equivalent pre-task hazard assessments match the actual contractor work and conditions.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: The task plan should describe the actual workforce and sequence.

- 26 Confirm method statements or safe-work procedures describe the real task sequence, equipment, access, workforce, interfaces, controls, and emergency arrangements.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Method statements should be usable by the supervisor and crew.

- 27 Identify permit-controlled work such as hot work, confined space entry, excavation, isolation, work at height, lifting, line breaking, energized work, or other site-defined high-risk activities.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Identify specialist permits before crews arrive at the work area.

- 28 Verify required permits, isolations, gas tests, rescue plans, fire-watch arrangements, exclusion zones, competent persons, and linked certificates are valid before high-risk work starts.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Permit and rescue controls should be physically verified where appropriate.

- 29 Confirm scope, people, tools, equipment, weather, atmosphere, work area, and surrounding operations still match the approved risk assessment and permit while work is active.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Reassess when scope, atmosphere, weather, equipment, or nearby work changes.

- 30 Stop or suspend contractor work whenever critical task controls are missing, permit conditions are invalid, scope changes materially, or the approved method no longer matches the workforce.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Stop high-risk work when the approved control basis is no longer valid.

6. Tools, plant, equipment, vehicles, electrical safety, and maintenance

31

Verify contractor tools, plant, vehicles, lifting equipment, access equipment, electrical equipment, and temporary equipment are suitable and approved for the work where required.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Inspect safety devices as well as the general appearance of equipment.

32

Inspect guards, emergency stops, alarms, brakes, steering, tyres or tracks, lights, reversing warnings, controls, access points, hoses, cables, plugs, grounding, and visible equipment condition as applicable.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Operator authorization should match the exact equipment category.

33

Confirm operators are trained and authorized for the exact equipment and that required inspections, certifications, tests, maintenance, and pre-use checks are current.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Pre-use checks do not replace required periodic inspections or maintenance.

34

Check damaged, modified, defective, unguarded, leaking, electrically unsafe, or otherwise non-serviceable equipment is tagged, isolated, and removed from use.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Tag and isolate defective equipment so it cannot be returned to use accidentally.

35

Verify mobile equipment and vehicles use safe routes, spotters, exclusion zones, seat restraints, speed controls, reversing precautions, and pedestrian separation appropriate to the worksite.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Separate mobile equipment from pedestrians wherever practical.

36

Confirm maintenance, repair, isolation, lockout or tagout, stored-energy control, and return-to-service processes protect workers from unexpected startup or hazardous energy.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Energy control should cover every source capable of unexpected movement or release.

7. Housekeeping, access, work at height, fire, and worksite controls

37

Inspect contractor work areas for housekeeping, clear access, safe material storage, debris removal, slip and trip control, lighting, barricades, signage, and maintained emergency routes.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Housekeeping is a daily safety control, not a closeout activity.

38

Verify work-at-height activities use suitable edges, covers, guardrails, scaffolds, ladders, powered access equipment, anchors, personal fall protection, dropped-object controls, and rescue arrangements.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Inspect fall protection and access at the actual work location.

39

Confirm excavations, openings, pits, shafts, temporary works, unstable surfaces, and changes in elevation are identified, protected, inspected, and controlled before exposure.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Openings and temporary works can change rapidly as construction progresses.

40

Check hot work, flammable materials, fuel storage, temporary heating, ignition sources, extinguishers, fire watch, combustible control, and emergency access are managed appropriately.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Hot-work control should include nearby combustible exposure and fire response.

41

Verify temporary electrical systems, cords, distribution boards, grounding, GFCI or equivalent protection, damaged cables, wet conditions, and unauthorized connections are controlled.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Temporary power should be inspected as the layout changes.

42

Create immediate restrictions for blocked access, exposed edges, uncontrolled fire hazards, unsafe temporary power, poor housekeeping, or other site conditions presenting serious contractor risk.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Critical site-condition findings should receive immediate physical containment.

8. Subcontractors, emergency readiness, incidents, and cross-employer safety

43

Identify all active lower-tier subcontractors, specialist vendors, temporary workers, and staffing arrangements under the contractor's control.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Prime-contractor safety expectations should cascade to lower-tier contractors.

44

Verify lower-tier employers are held to applicable site safety, training, PPE, equipment, permit, incident-reporting, and corrective-action requirements.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Do not assume subcontractors are covered by another firm's records.

45

Confirm contractor workers know site alarms, emergency contacts, evacuation routes, assembly points, first-aid arrangements, rescue procedures, and how employees will be accounted for after an evacuation.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Emergency arrangements should include contractor employee accounting.

46

Verify contractor supervisors know how to report injuries, illnesses, near misses, property damage, environmental events, unsafe conditions, and serious safety concerns promptly.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Workers need a simple route to report incidents and concerns.

47

Check cross-employer hazards are communicated so one employer's work does not expose another employer's workers to lifting, electrical, excavation, vehicle, fire, chemical, or other risks.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: OSHA emphasizes communication where one employer's work can affect another employer's workers.

48

Confirm managers with decision-making authority are available to resolve urgent coordination, emergency, staffing, sequencing, and cross-contractor safety conflicts.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Decision-makers should be available when coordination issues cannot wait.

9. Field monitoring, inspections, stop-work, and day-to-day compliance

49

Verify contractor supervisors and project representatives conduct routine workfront inspections at a frequency appropriate to the hazards and changing conditions.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Inspect work while it is being performed, not only before the shift.

50

Confirm inspections compare actual work against risk assessments, permits, method statements, equipment requirements, PPE rules, exclusions, and site safety standards.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Compare field execution with the approved controls.

51

Observe whether workers follow access restrictions, permit conditions, equipment rules, traffic controls, lifting zones, fall protection, housekeeping, and safe-work practices throughout the shift.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Look for drift after the task has been running for several hours.

52

Verify serious hazards are corrected immediately or affected work is stopped and workers are removed from exposure until controls are restored.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Serious hazards require removal from exposure before administrative closure.

53

Check repeated findings, unsafe behaviors, unauthorized changes, bypassed controls, missing supervision, or deteriorating work conditions are escalated rather than repeatedly closed as isolated issues.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Repeated findings are evidence of a system problem.

54

Record inspection evidence, contractor response, responsible owner, target date, work restriction, reinspection requirement, and closure status for every significant finding.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Closure should include reinspection when the physical worksite control changed.

10. Incidents, corrective actions, performance review, and final sign-off

55

Summarize the contractor safety result, including critical hazards, recurring findings, incidents, unsafe acts, permit failures, equipment defects, subcontractor gaps, and overdue actions.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Separate immediate containment from long-term corrective action.

56

Verify incidents and serious near misses receive the required immediate response, notification, investigation, evidence preservation, root-cause review, and corrective-action assignment.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Serious incidents should trigger both response and prevention review.

57

Assign each safety finding an owner, priority, due date, immediate containment, corrective action, escalation requirement, and objective closure evidence rule.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Every action needs a specific evidence rule for closure.

58

Verify corrective actions at the workfront through reinspection, worker interview, training verification, equipment repair, permit review, restored protection, or other suitable evidence.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Verify corrective actions physically whenever possible.

59

Review contractor safety performance trends such as incident frequency, repeat findings, stop-work events, overdue actions, training gaps, equipment failures, and closure performance.

CRITICAL

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Use performance trends to improve contractor selection, planning, and supervision.

60

Record the final contractor safety decision, remaining restrictions, required management review, next inspection date, contractor representative, contract owner, HSE reviewer, approver, date, time, and sign-off.

CONTRACTOR

Compliant

Needs attention

Stop work

N/A

Execution tip: Final sign-off should clearly record any restriction that remains.

RUN THIS CHECKLIST DIGITALLY

Turn contractor safety gaps into stop-work, accountable correction, and verified closure

Capture workfront evidence, hazards, restrictions, incidents, owners, reinspection, and approvals in Taqtics.

[Try Contractor Safety in Taqtics](#)