CONTRACTOR MOBILIZATION & SITE READINESS — SELF-AUDIT

Company / Site: _____ Date: _____ Reviewer: _____

Mark Y (Yes), N (No), or N/A. Use “No” to flag a potential gap for further evaluation. A “Yes” answer does not independently establish regulatory compliance.

#	Review question	Y	N	N/A
1	Are project scope, owner requirements and contract safety expectations documented?	■	■	■
2	Are required insurance certificates and endorsements current?	■	■	■
3	Are client prequalification submissions complete and factually supported?	■	■	■
4	Are OSHA injury/illness records available where required?	■	■	■
5	Are written safety programs aligned with the actual scope of work?	■	■	■
6	Is the site-specific safety plan developed and reviewed before mobilization?	■	■	■
7	Are task-specific JSA/JHAs prepared for high-risk activities?	■	■	■
8	Are site leadership, safety contacts and competent persons identified?	■	■	■
9	Are required trade licenses, certifications and operator qualifications verified?	■	■	■
10	Is an employee training matrix current for assigned tasks?	■	■	■
11	Are site orientation and access/badging requirements confirmed?	■	■	■
12	Are subcontractors and lower-tier contractors reviewed and coordinated?	■	■	■
13	Are permits for hot work, confined space, excavation and lifting addressed as applicable?	■	■	■
14	Are emergency contacts, muster locations and medical response plans communicated?	■	■	■
15	Are site rescue arrangements verified for identified high-risk tasks?	■	■	■
16	Are required equipment inspections and certifications current?	■	■	■
17	Are SDS, chemical controls and hazard communication requirements addressed?	■	■	■
18	Are daily coordination meetings, inspections and reporting expectations established?	■	■	■
19	Are incident reporting and stop-work authority communicated?	■	■	■
20	Are open deficiencies assigned owners and resolved before affected work begins?	■	■	■

Priority corrective actions / responsible person / target date:

_____

_____

_____

Reference aid only. Confirm current OSHA standards, state-plan requirements, site conditions, and contractual obligations. Not an OSHA inspection, legal opinion, or guarantee of client prequalification acceptance.