



Due Diligence Checklist

- 1.) Can a reasonable person predict or foresee something going wrong?
- 2.) Is there an opportunity to prevent the injury or incident?
- 3.) Who is the responsible for preventing the incident or incident?

What is an example of a due diligence checklist?

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Do you know and understand your safety and health responsibilities?
<input type="checkbox"/>	<input type="checkbox"/>	Do you have definite procedures in place to identify and control hazards?
<input type="checkbox"/>	<input type="checkbox"/>	Have you integrated safety into all aspects of your work?
<input type="checkbox"/>	<input type="checkbox"/>	Do you set objectives for safety and health just as you do for quality, production, and sales?
<input type="checkbox"/>	<input type="checkbox"/>	Have you committed appropriate resources to safety and health?
<input type="checkbox"/>	<input type="checkbox"/>	Have you explained safety and health responsibilities to all employees and made sure that they understand it?
<input type="checkbox"/>	<input type="checkbox"/>	Have employees been trained to work safely and use proper protective equipment?
<input type="checkbox"/>	<input type="checkbox"/>	Is there a hazard reporting procedure in place that encourages employees to report all unsafe conditions and unsafe practices to their supervisors?
<input type="checkbox"/>	<input type="checkbox"/>	Are managers, supervisors, and workers held accountable for safety and health just as they are held accountable for quality?
<input type="checkbox"/>	<input type="checkbox"/>	Is safety a factor when acquiring new equipment or changing a process?
<input type="checkbox"/>	<input type="checkbox"/>	Do you keep records of your program activities and improvements?
<input type="checkbox"/>	<input type="checkbox"/>	Do you keep records of the training each employee has received?
<input type="checkbox"/>	<input type="checkbox"/>	Do your records show that you take disciplinary action when an employee violates safety procedures?
<input type="checkbox"/>	<input type="checkbox"/>	Do you review your OSH program at least once a year and make improvements as needed?