



## Construction Workplace Safety Training Ltd

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Training, Site Audits, Safety Policy and Programs, WSIB Claims Management

# 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?

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