	Requirements	Yes	No	Comments
1.	Does your Company have an up to date Safety Statement in place?			
2.	Is the Safety Statement available to all employees?			
3.	Do the Company's Risk Assessments take into account all activities, equipment, persons and premises? Are they up-to-date?			Has any new equipment been purchased since the last Risk Assessment Audit?
4.	Have all employees received Manual Handling Training?			Under current H&S legislation, ALL Employees must receive Manual Handling Training.
5.	How many formally trained First Aiders are within the company?			There is a legal requirement to have qualified Occupational First Aiders on site while employees are at work.
6.	Does your Company hold appropriately stocked First Aid Boxes? Are staff aware of their locations?			
7.	Is there a formal procedure in place for Fire & Emergency Evacuation?			
8.	Are regular Fire Drills carried out and recorded and are they efficient?			
9.	Is the Emergency Procedure clearly displayed throughout the premises?			
10.	Is sufficient firefighting equipment available?			
11.	Are there sufficient emergency exits in place which are kept clear? Are fire assembly points clearly identified and marked?			
12.	Is there emergency lighting in place?			
13.	Is there a formal procedure in place for the investigation and reporting of accidents/incidents and near misses?			
14.	Do your employees use any hazardous substances and or chemicals?			
15.	Is PPE provided as required to all staff?			
16.	Have workstation assessments been carried out for all DSE users?			

Have you made your New Year Safety Resolutions?

<u>Demack Safety would welcome an opportunity to discuss your findings and assist in putting a plan</u> <u>in place to resolve any issues our Checklist has uncovered.</u>