**Checklist – CAC006M  
WHS Management Plan Review Checklist**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Contractor** |  | **Date** | | |  | | **Review No.** |  |
| **Contract No.** |  | **Project No.** | | |  | | **Project Name** |  |
| **Reviewer(s)** | | |  | | | | | |
| **Contract Title:** | | |  | | | | | |
| **Executive Summary:** | | | A Workplace Health and Safety (WHS) review for suitability was carried out on the Principal Contractor’s WHS Management Plan.  This checklist is not intended to approve or certify the WHS Management Plan to manage the WHS risks within the project. | | | | | |
| These items have been assessed with the following codes: | | | | | |
| S | = | | Suitable | | |
| NS | = | | Not Suitable | | |
| NSI | = | | Slight Improvement/s | | |
| NA | = | | Not Assessed during audit | | |

| Criteria | Reference | Does the contractors WH&S Management Plan contain the following: | Assessed | Comments |
| --- | --- | --- | --- | --- |
| 1 | NA | Project details, including the name and address of the Principal Contractor, worksite address, scope of work, estimated start and completion dates? |  |  |
| 2 | WHS Reg s309(2)(a) | The names, positions and health and safety responsibilities of all persons at the workplace whose positions or roles involve specific health and safety responsibilities in connection with the project. |  |  |
| 3 | WHS Reg s309(2)(b) | Arrangements for consulting and cooperating with, and coordinating activities between, all duty holders at the worksite. |  |  |
| 4 | WHS Reg s309(2)(c) | Arrangements for managing any work health and safety incidents that occur. |  |  |
| 5 | WHS Reg s309(2)(d) | Site specific rules of the worksite, and arrangements for ensuring that everyone at the worksite is informed of these rules. |  |  |
| 6 | WHS Reg s309(2)(e) | A system for the collection, assessment, monitoring and review of safe work method statements at the worksite. |  |  |
| **Notes** | | | | |
|  | | | | |

Where identified by the Administrator, the Principal Contractor’s WHS Management Plan includes systems to manage the following risks specific to the project.

| Criteria | Additional risks that have been addressed within the WHS Management Plan: | | Assessed | | Comments | |
| --- | --- | --- | --- | --- | --- | --- |
| 7 | Working at Heights | |  | |  | |
| 8 | Involves, or is likely to involve, the disturbance of asbestos | |  | |  | |
| 9 | Demolition work | |  | |  | |
| 10 | Confined spaces | |  | |  | |
| 11 | Trenches | |  | |  | |
| 12 | Energised electrical instillations or services | |  | |  | |
| 13 | Powered mobile plant | |  | |  | |
| 14 | Drowning | |  | |  | |
| 15 | Working on a road or railway | |  | |  | |
| **Notes** | | | | | | |
| Criteria | Reference | General | | Assessed | | Comments |
| 16 | WHS Reg s310 | Arrangements for how the content of the WHS Management Plan is communicated to workers, prior to commencing work at the site, including the workers right to inspect the plan | |  | |  |
| 17 | WHS Reg s311 | Arrangements for reviewing and revising the WHS Management Plan to ensure it remains up-to-date, and communicating any changes to anyone working at the site | |  | |  |

Assessed by Signature Date