



Daily Safety Inspection Checklist

Date: _____ | Inspector: _____ | Doc #: _____

Disclaimer

This inspection report has been prepared in good faith and based on information available at the time of inspection. The findings, observations, and recommendations contained herein are based on the conditions observed during the inspection and are subject to the limitations and scope of work as defined in the inspection agreement.

Inspection Date

Document Number

Site Name

Site Address

Department / Area

Inspector Name

Inspector Position



Go Digital with AuditDAT
www.updat.com.mt | info@updat.com.mt

Daily Safety Inspection Checklist

© 2026 UPDAT Technologies Ltd. All rights reserved.

Shift

Weather Conditions

General Site Observations





Housekeeping

General Housekeeping

Work areas clean and tidy?

Pass Fail N/A

Walkways and corridors free from obstruction?

Pass Fail N/A

Waste materials disposed correctly?

Pass Fail N/A

Spillages cleaned immediately?

Pass Fail N/A

Storage areas organised safely?

Pass Fail N/A

Housekeeping Comments

Housekeeping Photo



Personal Protective Equipment

PPE Compliance

Workers wearing required PPE?

Yes No N/A

Safety helmets in good condition?

Good Fair Poor N/A

High visibility clothing worn?

Yes No N/A

Safety footwear worn by workers?

Yes No N/A

Eye protection used where necessary?

Yes No N/A

Gloves worn where required?

Yes No N/A

PPE Observations

PPE Photo Evidence



Fire Safety

Fire Protection Equipment

Fire extinguishers accessible and unobstructed?

Pass Fail N/A

Fire extinguishers inspected and within service date?

Pass Fail N/A

Emergency exits clearly marked?

Pass Fail N/A

Emergency exits unobstructed?

Pass Fail N/A

Fire alarm points visible and accessible?

Pass Fail N/A

Evacuation routes clearly displayed?

Pass Fail N/A

Fire Safety Comments



Machinery & Equipment

Equipment Safety

Machinery in safe working condition?

Pass Fail N/A

Machine guards installed correctly?

Pass Fail N/A

Operators trained to use equipment?

Yes No N/A

Defective equipment removed from service?

Yes No N/A

Tools stored safely after use?

Pass Fail N/A

Equipment Safety Notes

Equipment Photo



Work Environment

Environmental Conditions

Adequate lighting available in work areas?

Pass Fail N/A

Noise levels controlled where required?

Pass Fail N/A

Ventilation adequate for work activities?

Pass Fail N/A

Hazardous substances properly stored?

Pass Fail N/A

Environmental Observations



Hazards & Corrective Actions

Hazard Identification 1

Hazard Description

Hazard Location

Immediate Action Taken

Responsible Person

Target Completion Date

Hazard Photo



Hazard Identification 2

Hazard Description

Hazard Location

Immediate Action Taken

Responsible Person

Target Completion Date

Hazard Photo



Go Digital with AuditDAT
www.updat.com.mt | info@updat.com.mt

Daily Safety Inspection Checklist

© 2026 UPDAT Technologies Ltd. All rights reserved.

Inspection Sign Off

Approval

Inspector Signature

Date:

Supervisor Signature

Date:

Final Comments