



MAGNUM CONSTRUCTION SERVICES INC.

MONTHLY SAFETY AUDIT CHECKLIST

Document Code: MCS-QHSE-17B | **Revision:** 1.0 | **Effective Date:** October 31, 2025

1. PURPOSE

To ensure each Magnum Construction Services Inc. project maintains continuous compliance with corporate HSE requirements, legal obligations, and best-practice safety standards.

This monthly audit identifies trends, verifies field implementation of the Safety Management System (SMS), and drives continuous improvement through corrective and preventive actions.

2. SCOPE

Applies to all Magnum Construction Services Inc. projects, yards, and facilities. Audits are performed monthly by the **Project Manager, Site Safety Officer, or Corporate EHS Auditor**, with findings logged in the **Corrective Action Register (MCS-QHSE-17C)**.

3. AUDIT DETAILS

Project Name:

Project No.:

Location:

Audit Date:

Auditor Name / Title: **Audit Type:** ☐ Routine ☐ Follow-Up ☐ Close-Out



4. AUDIT CHECKLIST

A. MANAGEMENT LEADERSHIP & ADMINISTRATION

- ☐ Corporate HSE Policy and Safety Program posted
- ☐ Site-specific Safety Plan approved and current
- ☐ Roles and responsibilities defined and communicated
- ☐ Safety meetings held regularly and documented
- ☐ Accident and near-miss data analyzed and reported
- ☐ Corrective actions closed out within required timeframes

Comments: _____

B. TRAINING & COMPETENCE

- ☐ All employees completed orientation and acknowledgment
- ☐ Required certifications on file (OSHA 10/30, First Aid/CPR, LOTO, Confined Space)
- ☐ Operator licenses and rigger qualifications valid
- ☐ Refresher training conducted as scheduled
- ☐ Training records accessible for audit

Comments: _____

C. SITE CONDITIONS & HOUSEKEEPING

- ☐ Access ways clear and lighting adequate
- ☐ Trash and debris removed daily
- ☐ Spill control and waste segregation implemented
- ☐ Storage areas organized and labeled
- ☐ Walk-off areas free of mud and trip hazards

Comments: _____



D. PPE & PERSONAL SAFETY

- ☐ Hard hats, glasses, vests, boots used by all workers
- ☐ Fall-protection gear inspected and tagged
- ☐ Hearing and respiratory protection available as needed
- ☐ PPE defects corrected immediately

Comments: _____

E. EQUIPMENT & MACHINERY

- ☐ Daily equipment inspection records completed
- ☐ Maintenance logs current
- ☐ Lockout/Tagout controls in place and audited
- ☐ Crane and rigging certifications valid
- ☐ Operator manuals accessible

Comments: _____

F. FALL PROTECTION & WORK AT HEIGHTS

- ☐ Anchorage points inspected and certified
- ☐ Scaffold tags displayed and up to date
- ☐ Ladders secured and inspected
- ☐ Personnel trained in fall protection and rescue

Comments: _____

G. ELECTRICAL SAFETY

- ☐ Panels closed and labeled
- ☐ Cords GFCI-protected and intact



- ☐ Arc-flash labels and LOTO procedures in place
- ☐ Temporary power setup inspected weekly

Comments: _____

H. FIRE PREVENTION & HOT WORK

- ☐ Hot Work Permits active and audited
- ☐ Extinguishers charged and inspected monthly
- ☐ Flammable storage cabinets used properly
- ☐ No uncontrolled ignition sources

Comments: _____

I. MATERIAL HANDLING & STORAGE

- ☐ Loads secured and stacked safely
- ☐ Rigging gear inspected and tagged
- ☐ Forklift routes clearly marked
- ☐ Proper lifting techniques observed

Comments: _____

J. ENVIRONMENTAL MANAGEMENT

- ☐ Stormwater BMPs in good condition
- ☐ Waste containers labeled and covered
- ☐ Fuel and chemical storage within containment
- ☐ Dust and noise controls effective
- ☐ No visible emissions or spills

Comments: _____



K. EMERGENCY PREPAREDNESS

- ☐ Emergency Action Plan posted
- ☐ First-aid and AED equipment available
- ☐ Drills conducted and documented
- ☐ Emergency numbers posted and updated

Comments: _____

L. SUBCONTRACTOR MANAGEMENT

- ☐ Subcontractor Safety Plans submitted and approved
- ☐ Daily JHAs completed and reviewed
- ☐ Corrective actions tracked and closed
- ☐ Subcontractor audits performed monthly

Comments: _____

M. BEHAVIOR-BASED SAFETY (BBS)

- ☐ Observation cards being completed
- ☐ Positive reinforcement used for safe behaviors
- ☐ Unsafe behaviors corrected constructively
- ☐ Trends reviewed at weekly safety meetings

Comments: _____

5. AUDIT SUMMARY

Category	Max Score	Score Achieved	% Compliance
Management Leadership	10		
Training & Competence	10		



Category	Max Score	Score Achieved	% Compliance
Site Conditions & Housekeeping	10		
PPE & Personal Safety	10		
Equipment & Machinery	10		
Fall Protection & Heights	10		
Electrical Safety	10		
Fire Prevention & Hot Work	10		
Environmental Management	10		
Subcontractor Management & BBS	10		
TOTAL SCORE	100		

Audit Rating: ☐ Excellent (> 90 %) ☐ Satisfactory (75 – 90 %) ☐ Needs Improvement (< 75 %)

6. CORRECTIVE ACTIONS & RECOMMENDATIONS

#	Observation / Deficiency	Corrective Action Required	Responsible Person	Target Date	Status (Open/Closed)
1					
2					
3					

7. SIGN-OFF

Auditor Name & Signature **Project Manager / Superintendent Signature**



8. DISTRIBUTION & RECORD CONTROL

- Original file retained on site in Safety Binder for 12 months.
- Digital copy uploaded to Corporate EHS portal within 5 days of audit.
- Findings entered into **Corrective Action Register (MCS-QHSE-17C)** and tracked to closure.
- Records maintained for 5 years per **Records Management Policy (MCS-ADM-04)**.