

PRE-WORK AT HEIGHT INSPECTION CHECKLIST

Use this checklist before starting any work at height to help ensure people are protected, equipment is safe and risks are controlled.

DATE: _____
LOCATION: _____
TASK / ACTIVITY: _____



STOP. THINK. CHECK.
Work safely. Go home safely.

CHECK POINTS	YES	NO	N/A	COMMENTS / ACTIONS
 1. PLANNING Good planning prevents incidents.	☐	☐	☐	
☒ Risk assessment completed and documented?	☐	☐	☐	
☒ Rescue plan in place and communicated?	☐	☐	☐	
☒ Rescue equipment identified and available?	☐	☐	☐	
☒ Weather conditions checked and suitable?	☐	☐	☐	
☒ Permit to work (if required) in place?	☐	☐	☐	
 2. PPE PERSONAL PROTECTIVE EQUIPMENT Inspect all PPE before use and ensure it is suitable for the task.	☐	☐	☐	
☒ Full body harness inspected – no cuts, tears or damage?	☐	☐	☐	
☒ Lanyard / fall arrest block inspected and functional?	☐	☐	☐	
☒ Connectors (karabiners, hooks) lock and operate correctly?	☐	☐	☐	
☒ Helmet in good condition, chin strap fitted?	☐	☐	☐	
☒ Footwear suitable, in good condition and laced?	☐	☐	☐	
☒ Other PPE required for the task available and used?	☐	☐	☐	
 3. EQUIPMENT & ANCHOR POINTS Ensure all equipment and anchor points are suitable, secure and inspected.	☐	☐	☐	
☒ Anchor point(s) identified, suitable and certified (if required)?	☐	☐	☐	
☒ Anchor point inspected – secure and undamaged?	☐	☐	☐	
☒ MEWP / scaffold / platform inspected and safe to use?	☐	☐	☐	
☒ Tools and materials secured to prevent dropped objects?	☐	☐	☐	
☒ Ladders / access equipment inspected and secure?	☐	☐	☐	
 4. WORK AREA Check the work area is safe and risks to others are controlled.	☐	☐	☐	
☒ Work area inspected for hazards (edge, opening, fragility, etc.)?	☐	☐	☐	
☒ Edge protection / guardrails in place where applicable?	☐	☐	☐	
☒ Exclusion zone / barriers in place below the work area?	☐	☐	☐	
☒ Access route clear, level and free from obstruction?	☐	☐	☐	
☒ Lighting adequate for the task?	☐	☐	☐	
 5. PERSONNEL Ensure everyone involved is competent and understands their role.	☐	☐	☐	
☒ All personnel trained and competent for the task?	☐	☐	☐	
☒ Roles and responsibilities assigned and understood?	☐	☐	☐	
☒ Supervisor / competent person appointed?	☐	☐	☐	
☒ Communication method agreed and tested?	☐	☐	☐	
☒ Teams briefed on the plan and potential hazards?	☐	☐	☐	
 6. EMERGENCY Be prepared in the event of an emergency.	☐	☐	☐	
☒ Rescue kit / equipment available and easily accessible?	☐	☐	☐	
☒ Trained rescuers available on site?	☐	☐	☐	
☒ First aider identified and available?	☐	☐	☐	
☒ Emergency contacts and site address confirmed?	☐	☐	☐	
☒ Nearest hospital / A&E location known?	☐	☐	☐	



ALL CHECKS COMPLETE?

If you have answered YES to all applicable questions, the work can proceed safely.

If NO, STOP and take action before starting work.

KEY

- ☒ YES – Confirmed and satisfactory
- ☒ NO – Action required before work
- ☒ N/A – Not applicable to this task

REMEMBER

-  Always use the right equipment for the job.
-  Never skip a step.
-  Speak up if something is not safe.



Safety Harness Direct



PLAN
YOUR WORK



CHECK
YOUR EQUIPMENT



ASSESS
THE RISKS



PROTECT
YOURSELF



PERFORM
THE TASK



RESCUE
IF NEEDED

WORKING AT HEIGHT CAN BE SAFE – IF YOU PLAN, PREPARE AND FOLLOW THE RULES.