

**VERIFICATION INSPECTION CHECKLIST**



TRADE: DEMOLITION Date: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_ Lot No.: \_\_\_\_\_

Item No	✓ / X	Description
1	<input type="checkbox"/>	Agree safety plan, method statement detailing types of plant, machinery and risk assessments with the Subcontractor Conduct a Toolbox talk/Work Activity Induction conveying all of the above to the entire on site Subcontractors employees and contract workers. Record this meeting and have all attendees sign to confirm their understanding understanding of the approved processes and machinery to be used.
2	<input type="checkbox"/>	Obtain any necessary licences or permits and copies received by Proline Building Commercial Pty Ltd
3	<input type="checkbox"/>	Obtain as-built drawings, Hazardous Substance Surveys and specifications for the works to be demolished.
4	<input type="checkbox"/>	Establish contact with neighbours and advise monitoring systems to be used, program of demolition and possible disruption to services and access if any.
5	<input type="checkbox"/>	Ensure that all known services have been disconnected & obtain sign off from all applicable trades
6	<input type="checkbox"/>	Protection and temporary support approved by an engineer and complete

<b>Section Complete</b>	<b>Subcontractor Name:</b>	<b>Company:</b>	<b>Sign:</b>	<b>Proline sign:</b>	<b>Date:</b>
-------------------------	----------------------------	-----------------	--------------	----------------------	--------------

**Demolition: (Subcontractor & Proline Site Manager to tick off items when checked)**

7	<input type="checkbox"/>	Temporary barriers in place to define all safe areas
8	<input type="checkbox"/>	Noise and dust controls in force at all times
9	<input type="checkbox"/>	Licensed Supervisor on site at all times. All operations being carried out safely, in accordance with the safety plan, SWMS, Plant registered as required and operated by appropriately licensed personnel, All new Personnel on site not covered by 1 above, have completed the Site Induction and have signed the Toolbox Record confirming their understanding prior to commencement.
10	<input type="checkbox"/>	Stability and continuing effectiveness of temporary support work
11	<input type="checkbox"/>	Ensure working hour restrictions complied with
12	<input type="checkbox"/>	Proper use by Subcontractor of adjacent access paths/ roads/pavements
	<input type="checkbox"/>	Safe removal of all materials. Plant registered as required and operated by appropriately licensed and site & activity inducted personnel at all times
13	<input type="checkbox"/>	Safe removal of any specified injurious materials. Disposal certificates copied to Proline Building Commercial Pty Ltd
14	<input type="checkbox"/>	Any asbestos removal being checked using ASBESTOS checklist
15	<input type="checkbox"/>	All laden trucks to be wet where necessary and covered to prevent dust nuisance

**On Completion: (Subcontractor & Proline Site Manager to tick off items when checked)**

16	<input type="checkbox"/>	Stability and continuing effectiveness of temporary support work and barriers
17	<input type="checkbox"/>	Temporary barriers maintained around openings and other potential hazards

Work completed by (Subcontractor Name / Sign):	Date:
--	-------

Work Inspected by (Proline Name/ Sign):	Date:
---	-------

Work Inspected (if required) by (Client Name/ Sign):	Re-inspection Required No <input type="checkbox"/> Yes <input type="checkbox"/>
--	--

Issues to be rectified before re-inspection:	Proposed Date:
--	----------------