

# STATUTORY NOTICES DISPLAY CHECKLIST

CHECKLIST — SITE FILE

What this site must display, where it is, and when it was last checked

KD-NOT-SN-006 Rev A0

What a site must have on its walls, and where. Some of it is required in terms: the HSE health and safety law poster, bought from HSE, or the free HSE leaflet given to each worker (Health and Safety Information for Employees Regulations 1989 reg 4) — HSE's own copyright document, never reproduced; the F10 for a notifiable project, displayed in the site office where any worker can read it (CDM 2015 reg 6(3)); the employers' liability certificate, displayed or made available electronically (Employers' Liability (Compulsory Insurance) Regulations 1998 reg 5, under the 1969 Act); the written health and safety policy statement brought to the notice of employees (HSWA 1974 s.2(3)). The rest is the practical way of meeting a duty to inform — the first-aid arrangements, the fire procedure, the permit board — and the notices this site has chosen to run. This checklist is the walk round the walls; it holds none of the notices itself.

## 1 THIS SITE

| PROJECT / SITE REF | SITE | DISPLAYED FROM | CHECKED BY |
|--------------------|------|----------------|------------|
|                    |      |                |            |

## 2 REQUIRED BY LAW — TICK WHEN DISPLAYED, CURRENT AND READABLE

|                          |                                                                                                                                                                                                               |                        |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <input type="checkbox"/> | HSE health and safety law poster displayed where every worker can read it — the poster bought from HSE, or the free HSE leaflet given to each worker. Each employer on site owes this to their own employees. | HSIER 1989 reg 4       |
| <input type="checkbox"/> | F10 notification displayed in the site office where any worker can read it, and updated when the particulars change — only where the project is notifiable.                                                   | CDM reg 6(3)           |
| <input type="checkbox"/> | Employers' liability insurance certificate displayed, or made available electronically and employees told how — each employer on site for its own people.                                                     | ELCI Regs 1998 reg 5   |
| <input type="checkbox"/> | Written health and safety policy statement brought to the notice of employees — each employer with five or more of them.                                                                                      | HSWA s.2(3)            |
| <input type="checkbox"/> | Fire action notice at every fire point; the assembly point named; the fire marshals named.                                                                                                                    | FSO art 15; CDM reg 30 |
| <input type="checkbox"/> | First-aid arrangements: the first-aiders and where the equipment is, told to employees — the notice is the usual way.                                                                                         | FA Regs reg 4          |
| <input type="checkbox"/> | Hearing protection zones marked with the prescribed ear-protection sign; access restricted.                                                                                                                   | Noise reg 7(3)         |
| <input type="checkbox"/> | Safety signs of the prescribed type and colour wherever a risk remains after other controls — mandatory, prohibition, warning, safe-condition and fire signs.                                                 | Signs Regs reg 4       |

## 3 THIS SITE'S OWN NOTICES — TICK WHEN DISPLAYED AND CURRENT

|                          |                                                                                                                                                                                           |               |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <input type="checkbox"/> | Site rules display edition (KD-CDM-SR-010) at the gate and in the cabin, at the revision the induction teaches.                                                                           |               |
| <input type="checkbox"/> | Emergency contacts and assembly point notice at the gate and wherever people gather (KD-NOT-EC-002); the emergency board (KD-SITE-EB-031).                                                |               |
| <input type="checkbox"/> | PPE requirements board at the gate (KD-NOT-PP-005).                                                                                                                                       |               |
| <input type="checkbox"/> | Permits in force board on the cabin wall, matching the permit register today (KD-NOT-PB-007).                                                                                             |               |
| <input type="checkbox"/> | Traffic and pedestrian rules board, and the delivery notice at the vehicle entrance (KD-NOT-TR-008, KD-NOT-DU-009, KD-TM-VR-004).                                                         |               |
| <input type="checkbox"/> | Welfare notice in the welfare (KD-NOT-WF-010); induction notice at the gate (KD-NOT-IN-011).                                                                                              |               |
| <input type="checkbox"/> | Exclusion zone, hearing protection zone and restricted area notices where those controls are live today, and taken down where they are not (KD-NOT-EZ-012, KD-NOT-HP-013, KD-NOT-RA-014). |               |
| <input type="checkbox"/> | Working hours and considerate site notice on the hoarding, with the contact number readable from the pavement (KD-NOT-WH-015).                                                            |               |
| <input type="checkbox"/> | Perimeter: "construction site — keep out" warning to the public at every gate and along the hoarding; the site secured out of hours.                                                      | CDM reg 18(2) |

## 4 WHERE EACH NOTICE IS, AND WHEN IT WAS LAST CHECKED

| NOTICE | WHERE DISPLAYED | CHECKED | BY | RECHECK BY |
|--------|-----------------|---------|----|------------|
|        |                 |         |    |            |
|        |                 |         |    |            |
|        |                 |         |    |            |
|        |                 |         |    |            |

MISSING, OUT OF DATE OR UNREADABLE — AND WHAT IS BEING DONE

CHECKED BY (SIGNATURE)

NEXT WALK ROUND THE WALLS

# STATUTORY NOTICES DISPLAY CHECKLIST

CHECKLIST — SITE FILE

continued

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## R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

| Rev | Date       | Class       | What changed                                                                                                                                                            | Authorised by                                                                 |
|-----|------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| D0  | 2026-09-02 | first-issue | First issue.                                                                                                                                                            | — not yet approved —                                                          |
| A0  | 2026-09-02 | review      | Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out. | Author — director, UK principal contractor, SMSTS. Not an independent review. |

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.