

WELFARE FACILITIES WEEKLY INSPECTION RECORD

INSPECTION — WEEKLY

Weekly — still there, still clean, still enough for the numbers now on site; set-up is KD-INS-SU-011, this is running it

KD-INS-WF-031 Rev A0

CDM 2015 reg 13(4): the principal contractor ensures the welfare facilities in Schedule 2 are provided throughout the construction phase, not just on the first day. Schedule 2 lists them — sanitary conveniences, washing facilities with hot and cold or warm water, drinking water, changing rooms and lockers, and rest facilities — and asks for them to be adequate for the numbers using them, clean and maintained. This sheet checks weekly that what was set up on KD-INS-SU-011 is still so as the headcount changes.

1 SITE

PROJECT / SITE REF	SITE	WEEK COMMENCING / PERIOD	INSPECTOR	
PEAK NUMBERS ON SITE THIS W...	WCS / URINALS / BASINS PROVIDED	SHOWERS / DRYING ROOM	REST ROOM SEATS / KETTLES / MICRO...	CLEANING — BY WHOM / HOW OFTEN

2 CHECKS — TICK WHEN SATISFACTORY

- ☐ Toilets: enough for the peak headcount; flushing; ventilated; lit; clean; paper and bins; separate for men and women or lockable from inside
- ☐ Washing: hot water actually hot at the tap; soap; towels or dryers; basins clean; next to the toilets and changing area
- ☐ Drinking water: marked, cups or a fountain, supply sound — temporary supply on KD-INS-WH-034 where one is used
- ☐ Rest facilities: heated, seating with backs and tables for the numbers, means to boil water and heat food, clean, waste removed, non-smoking; facilities for a pregnant woman or nursing mother to rest lying down where necessary (Schedule 2 para 5(2)(b))
- ☐ Changing and drying: lockers or secure storage, drying room heated and ventilated, wet clothing not drying on heaters in the rest room
- ☐ Effluent and waste-water tank emptied; water tank or bowser filled and clean; gas bottles for heating secured outside
- ☐ Access route to welfare surfaced, lit and free of trailing cables and mud; fire extinguisher and smoke detection in the cabins working
- ☐ First-aid box stocked and the first aiders on site this week displayed (KD-SITE-FA-029)

3 DEFECTS AND ACTION

DATE	DEFECT	ACTION / BY WHOM	CLOSED

4 SIGNATURES

Inspector:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Site manager — seen:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

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.