**Safety Management System Audit Inspection Checklist**

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| S/N | Item | Yes | No | Remarks |
| **1** | **General** |  |  |  |
| 1.1 | Has the organization implemented a safety Management system for the  purpose of ensuring the safety and protecting the health of all workers in  the yard in accordance with Regulation 4 of the WSH (Shipbuilding & Ship-repairing) Regulations 2008? |  |  |  |
| **2.0** | **Safety Policy** |  |  |  |
| 2.1 | Is the organization commitment to the workplace safety & health included in the safety  policy? |  |  |  |
| 2.2 | Is the policy communicated to all levels of the organisations? |  |  |  |
| 2.3 | Is the policy implemented and maintained at all levels of the organisation? |  |  |  |
| 2.4 | Are there provisions for the periodical review and amendment of the safety policy when necessary |  |  |  |
| **3.0** | **Safe Work Practices** |  |  |  |
| **3.1** | Have the procedures been established and  maintained to ensure the safe work practices are followed? |  |  |  |
| **3.2** | Are the procedures documented as work  procedures? |  |  |  |
| **3.3** | Has a listing of all statutory requirements with regards to safe work been established and maintained |  |  |  |
| **3.4** | Are there provisions for the updating of the list of Statutory Requirements? |  |  |  |
| **3.5** | Do the work procedures or instructions conform to the Statutory Requirements in terms of contents, format and authorisation? |  |  |  |
| **3.6** | Are there any mechanisms to effectively  communicate decisions and actions proposed by the safety committees  to those persons responsible for implementing them or monitoring their  implementation? |  |  |  |
| **4.0** | **INCIDENT INVESTIGATION AND ANALYSIS** |  |  |  |
| **4.1** | Are procedures established to ensure that safety incidents are identified, recorded, investigated, and analysed with the objective of recommending specific  action to prevent recurrence? |  |  |  |
| **4.2** | Are procedures established for implementing  corrective action or recommendations arising from incident investigation  and analysis? |  |  |  |
| **4.3** | Has a mechanism been set up to ensure that all personnel, including  contract workers, have the avenue to report safety incidents? |  |  |  |

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| S/N | Item | Yes | No | Remarks |
| **5.0** | **IN-HOUSE SAFETY RULES AND REGULATIONS** |  |  |  |
| **5.1** | Are there in-house safety rules and regulations to give clear instructions  to personnel in the following (where applicable)? |  |  |  |
| **i)** | Safe operation of plant machinery and equipment |  |  |  |
| **ii)** | Maintenance of plant, machinery and equipment |  |  |  |
| **iii)** | The safe handling of material; |  |  |  |
| **iv)** | The reporting of hazards and incidents; |  |  |  |
| **v)** | The supply and use of personal protective equipment; |  |  |  |
| **vi)** | The cleanliness of the workplace |  |  |  |
| **5.2** | Are the safety rules and regulations adequate in accounting for the provisions of the Statutory Requirements? |  |  |  |
| **5.3** | Are the safety rules and regulations adequately documented and communicated to all appropriate levels of the organisation? |  |  |  |
| **5.4** | Are acceptable WSH Work condition documented & communicated to all appropriate levels of the organisation? |  |  |  |
| **5.5** | Are acceptable WSH Work behaviours documented & communicated to all appropriate levels of the organisation? |  |  |  |
| **6.0** | SAFETY PROMOTION |  |  |  |
| **6.1** | Are there promotional programmes that  demonstrate the shipyard's commitment in advancing the culture of safety in the workplace and reinforcing the concept that safety and production are inseparable? |  |  |  |
| **6.2** | Are there procedures to evaluate safety  performance of contractors? |  |  |  |
| **7.0** | SAFETY INSPECTION |  |  |  |
| **7.1** | Are there procedures to carry out internal safety inspections? |  |  |  |
| **7.2** | Are the personnel carrying out the inspections competent and fully conversant with the statutory requirements, relevant  procedures for safe work practices, rules and regulations? |  |  |  |
| **7.3** | Are there provisions to ensure that the relevant findings of the inspections are brought to the attention of the occupier, responsible person, WSH Officer and the personnel responsible for taking any corrective  action? |  |  |  |
| **7.4** | Has the corrective action been taken  immediately? |  |  |  |
| **7.5** | Are the inspections carried out so frequently as to ensure a high level of compliance with the provisions of the Safety Management System? |  |  |  |
| **7.6** | Are the statutory inspections carried out in with the relevant regulations |  |  |  |