Health and Safety Board Checklist

Location: [Specify location]
Date: [Insert date]
Inspector(s): [Insert name(s)]
Board/Area Inspected: [Specify board or safety area]

Item	Description	Yes/No/NA	Notes/Action Required	Completed By	Completion Date
1.1	Health and Safety Policy is displayed and updated				
1.2	Emergency contacts and procedures are clearly posted				
1.3	Incident/Accident report forms are available and accessible				
1.4	Fire and evacuation plans are displayed and current				
1.5	First aid instructions and signage are visible				
1.6	Employees are informed about the Health and Safety Board location and use				