



Project Name-		Project In-charge -		
Month -		Date-		
Description	Contractors	Sub-Contractors	Monthly Total	Cumulative to this project
MONTHLY STATUS OF MANPOWER				
Total Man-Days worked				
Total Man-hours Worked (including OT)				
Monthly accident Report				
a) First-aid cases				
b) Minor Accidents				
c) Reportable Accidents				
Total Man-days lost due to accident				
Frequency Rate				
Severity Rate				

Safety Inspection	Total in month	Date	Time	By Whom
Fire Extinguisher				
Labour camp				
Electrical				
Housekeeping				
Mechanical Equipments				
PPE				
Safety Committee Meeting				
Safety Audit				
Safety Induction Training				
Total Staff / Workman inducted				
Tool Box Talk				
Any Other Training arranged				
Unsafe Act Attended				
Unsafe Condition Attended				
Safety Violation Notice issued				
PPE Received at site				
Safety Helmet				
Safety Belt				
Safety Shoes				
Other major Items				
Purchase Requisition Pending				

Site Safety In-charge

Site In-charge