Welfare set-up checklist

Before work starts. It adds to the start-of-shift check and does not replace it.

This free form is from The Site Book. The guide that goes with it is at **thesitebook.co.uk/guides/welfare-facilities-construction**.

Site _____ **Checked by** _____

Date _____ **Most people on site at once** _____

Item	Done	Notes
I know the most people likely to be on site at once, and I've checked toilet and washbasin numbers with the welfare calculator. (L24 para 197)		
It's agreed who provides and maintains welfare, and it's written in the construction phase plan. (CDM regs 4(2)(b), 13(4)(c), 15(11))		
Toilets are flushing and on mains where reasonably practicable; otherwise built-in water and drainage; chemical toilets only where other options aren't available. (Sch 2 para 1; HSE)		
Toilets are ventilated, lit and cleanable. Separate rooms for men and women unless each toilet is its own lockable room. Sanitary waste disposal where women use them. (Sch 2 para 1; HSE)		
Next to every toilet: clean hot and cold, or warm, running water, soap, towels or a dryer, basins big enough for hands, face and forearms. (Sch 2 para 2)		
I've checked whether the job's substances (cement, lead, contaminated ground) need showers or washing kept away from eating areas. (Sch 2 para 2; HSE)		
Wholesome drinking water, marked where needed, with cups unless from a drinking jet. (Sch 2 para 3)		
Rest area with tables and seats with backs for everyone at once, a way to prepare food and boil water, the right temperature, not used for storage. (Sch 2 para 5)		
Where needed, somewhere a pregnant worker or nursing mother can lie down to rest. (Sch 2 para 5)		
Where special clothing is worn: changing space, drying and secure storage. (Sch 2 para 4)		
Power for water heaters is planned, with precautions against electric shock. If heaters use LPG, I've considered electric heating instead to remove the carbon monoxide risk. (HSE)		
If using the client's bathroom: agreed, available whenever we're on site, cleaned and restocked, back-up booked before it's stripped out. (HSE)		

Also decide first-aid arrangements: a separate duty, so tell everyone at induction.

Based on: The Construction (Design and Management) Regulations 2015, regulations 4, 13 and 15 and Schedule 2; HSE, L24 Workplace health, safety and welfare; HSE, Construction welfare: toilets and washing.

- CDM 2015, regulation 4: https://www.legislation.gov.uk/uksi/2015/51/regulation/4
- CDM 2015, regulation 13: https://www.legislation.gov.uk/uksi/2015/51/regulation/13
- CDM 2015, regulation 15: https://www.legislation.gov.uk/uksi/2015/51/regulation/15
- CDM 2015, Schedule 2: https://www.legislation.gov.uk/uksi/2015/51/schedule/2
- HSE, L24 Workplace health, safety and welfare: Approved Code of Practice and guidance: https://www.hse.gov.uk/pubns/priced/l24.pdf
- HSE, Construction welfare: toilets and washing: https://www.hse.gov.uk/construction/healthrisks/welfare/toilets-and-washing.htm

Blank template from The Site Book, October 2026. Fill it in for the actual job and site.