



We have created a simple DIY hazard and health and safety sign checklist for New Zealand conditions, it involves identifying all hazards and ensuring appropriate signage is in place to mitigate risks.

10 Step Hazard / Health and Safety Sign Checklist:

1. General Signs:

- Are there clear "Health and Safety" or "Site Safety" signs prominently displayed at entrances and access points?
- Are emergency contact numbers and evacuation procedures clearly posted?
- Is there a sign indicating the location of first aid facilities?

2. Hazard Identification Signs:

- Are hazardous areas clearly marked with appropriate warning signs, such as "Danger: High Voltage," "Caution: Slippery Surface," or "Warning: Construction Zone"?
- Are there signs indicating the presence of hazardous substances, such as "Flammable," "Corrosive," or "Toxic" labels or signs?
- Are confined spaces clearly identified with signage?

3. Fire Safety Signs:

- Are fire exits clearly marked with illuminated or Photoluminescent (Glow in the dark) exit signs?
- Are fire extinguisher locations clearly indicated with appropriate signage?
- Is there a "Fire Assembly Point" sign in a designated safe area outside the building?

4. Personal Protective Equipment (PPE) Signs:

- Are areas requiring specific PPE, such as safety glasses, hard hats, or ear, foot, protection, clearly marked?
- Are there signs indicating where PPE should be worn, such as "Eye Protection Required" or "Wear Respiratory Protection"?

5. Machinery and Equipment Signs:

- Are heavy machinery and equipment areas marked with appropriate warning signs, indicating moving parts or pinch points?
- Are there signs indicating operational instructions or safety precautions for specific equipment?

6. **Chemical Safety Signs:**

- Are hazardous chemical storage areas clearly marked with "Dangerous Goods" signage?
- Are chemical spill cleanup procedures and emergency contact information posted near chemical storage areas?

7. **Electrical Safety Signs:**

- Are electrical panels and high-voltage areas marked with appropriate warning signs, such as "Danger: High Voltage" or "Electrical Hazard"?
- Are there signs indicating electrical safety precautions, such as "Do Not Enter: Authorized Personnel Only"?

8. **Traffic and Pedestrian Safety Signs:**

- Are roadwork or construction areas clearly marked with appropriate warning signs and cones?
- Are pedestrian walkways and crossings clearly designated with signage?

9. **Environmental Hazard Signs:**

- Are areas with environmental hazards, such as asbestos or lead, clearly marked with warning signs?
- Are there signs indicating environmental protection measures, such as "Do Not Dump: Protected Waterway"?

10. **Maintenance and Inspection Signs:**

- Are inspection schedules and maintenance requirements clearly posted for equipment and machinery?
- Are there signs indicating areas under maintenance or repair, warning of potential hazards?

Additional Considerations:

- Regularly inspect and maintain all signage to ensure visibility and effectiveness.
- Train employees on the meaning of different signs and the appropriate actions to take in response to each hazard.
- Consider bilingual signage where necessary to accommodate speakers of Te Reo Māori or other languages commonly used in New Zealand.

By using this hazard and health and safety sign checklist, businesses and organisations in New Zealand can help create a safer work environment and comply with regulatory requirements. Be sure to identify any area that could be a risk to people and the environment.