

SHEQ Compliance Checklist

Facilities Management | Safety, Health, Environment & Quality

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Use this checklist to assess your organisation's SHEQ compliance position across all four pillars. Each item references the relevant UK regulation or standard. Review quarterly or following any significant site change.

S — SAFETY | Health & Safety at Work Act 1974 & Supporting Regulations

Done	Requirement	Regulation / Standard
<input type="checkbox"/>	Written Health & Safety policy in place and reviewed annually	HASAWA 1974 s.2
<input type="checkbox"/>	Risk assessments completed for all significant workplace hazards	MHSWR 1999
<input type="checkbox"/>	Risk assessments reviewed following any incident or site change	MHSWR 1999
<input type="checkbox"/>	RIDDOR reportable incidents logged and reported to HSE within required timeframes	RIDDOR 2013
<input type="checkbox"/>	Fire risk assessment completed and reviewed annually	RRO 2005
<input type="checkbox"/>	Fire evacuation procedures documented and tested via drill at least annually	RRO 2005
<input type="checkbox"/>	Asbestos register in place for all pre-2000 buildings	CAR 2012
<input type="checkbox"/>	Legionella risk assessment completed and water treatment programme in place	L8 ACOP / HSG274
<input type="checkbox"/>	All contractors inducted and provided with site-specific RAMS before work commences	CDM 2015
<input type="checkbox"/>	Permit to work system in place for high-risk activities (hot works, confined spaces, working at height)	HASAWA 1974 / WAH Regs 2005
<input type="checkbox"/>	PPE provided, maintained, and recorded where identified in risk assessment	PPEWR 2022
<input type="checkbox"/>	Safety signage in place and compliant across all sites	HSSGR 1996
<input type="checkbox"/>	Accident and near-miss reporting system in place and actively used	HASAWA 1974
<input type="checkbox"/>	Emergency procedures communicated to all staff and contractors	MHSWR 1999

H — HEALTH | Occupational Health & Workplace Wellbeing

Done	Requirement	Regulation / Standard
<input type="checkbox"/>	Occupational health assessments available for roles with identified health risks	MHSWR 1999
<input type="checkbox"/>	Display screen equipment (DSE) assessments completed for all screen users	DSEW 1992

<input type="checkbox"/>	Manual handling risk assessments in place where applicable	<i>MHOR 1992</i>
<input type="checkbox"/>	COSHH assessments completed for all hazardous substances used on site	<i>COSHH 2002</i>
<input type="checkbox"/>	Noise assessments completed for areas exceeding 80dB action levels	<i>CNWR 2005</i>
<input type="checkbox"/>	Mental health and wellbeing policy in place and communicated to all staff	<i>HASAWA 1974 / HSE Guidance</i>
<input type="checkbox"/>	First aid provision assessed and appropriate numbers of trained first aiders in place	<i>FAWRP 1981</i>
<input type="checkbox"/>	Workplace temperature, ventilation, lighting, and welfare facilities meet legal minimums	<i>WHSWR 1992</i>
<input type="checkbox"/>	Stress risk assessments completed for high-pressure roles or teams	<i>MHSWR 1999 / HSE Management Standards</i>
<input type="checkbox"/>	Absence management process in place with occupational health referral pathway	<i>HSE Guidance</i>

E — ENVIRONMENT | ISO 14001, Waste Management & Carbon Reporting

Done	Requirement	Regulation / Standard
<input type="checkbox"/>	Environmental policy in place, signed by senior leadership, and reviewed annually	<i>ISO 14001:2015</i>
<input type="checkbox"/>	Environmental aspects and impacts register completed and maintained	<i>ISO 14001:2015 Clause 6.1</i>
<input type="checkbox"/>	Legal register of applicable environmental legislation maintained and reviewed	<i>ISO 14001:2015 Clause 9.1.2</i>
<input type="checkbox"/>	Waste management plan in place with correct waste streams segregated and documented	<i>Environmental Protection Act 1990 / EA Regs</i>
<input type="checkbox"/>	Duty of Care waste transfer notes retained for minimum 2 years	<i>Environmental Protection Act 1990</i>
<input type="checkbox"/>	Hazardous waste consignment notes retained for minimum 3 years	<i>Hazardous Waste Regs 2005</i>
<input type="checkbox"/>	Energy consumption monitored and recorded across all sites	<i>ESOS / SECR Regulations</i>
<input type="checkbox"/>	Carbon emissions reported in line with Streamlined Energy and Carbon Reporting (SECR)	<i>SECR 2018</i>
<input type="checkbox"/>	Water usage monitored and water-saving measures documented	<i>EA Guidance</i>
<input type="checkbox"/>	Spill kits and containment measures in place where oils or chemicals are stored	<i>Control of Pollution Act 1974</i>
<input type="checkbox"/>	Net zero or carbon reduction targets defined and progress tracked	<i>Climate Change Act 2008 / NCZ Framework</i>

<input type="checkbox"/>	Supply chain environmental requirements communicated to key contractors	<i>ISO 14001:2015 Clause 8.1</i>
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Q — QUALITY | ISO 9001, Service Standards & KPI Measurement

Done	Requirement	Regulation / Standard
<input type="checkbox"/>	Quality management system documented and actively maintained	<i>ISO 9001:2015</i>
<input type="checkbox"/>	Quality policy signed by senior leadership and communicated to all staff	<i>ISO 9001:2015 Clause 5.2</i>
<input type="checkbox"/>	Customer requirements and expectations formally documented for each contract	<i>ISO 9001:2015 Clause 8.2</i>
<input type="checkbox"/>	Service Level Agreements (SLAs) defined, measurable, and monitored monthly	<i>ISO 9001:2015 / Contract obligations</i>
<input type="checkbox"/>	KPI dashboard in place and reviewed with clients on agreed cycle	<i>ISO 9001:2015 Clause 9.1</i>
<input type="checkbox"/>	Internal audit programme scheduled and completed at least annually	<i>ISO 9001:2015 Clause 9.2</i>
<input type="checkbox"/>	Non-conformance reporting system in place with root cause analysis process	<i>ISO 9001:2015 Clause 10.2</i>
<input type="checkbox"/>	Corrective and preventive action (CAPA) process documented and tracked	<i>ISO 9001:2015 Clause 10.2</i>
<input type="checkbox"/>	Supplier and contractor performance reviewed against agreed standards	<i>ISO 9001:2015 Clause 8.4</i>
<input type="checkbox"/>	Management review meetings held at least annually to assess SHEQ system performance	<i>ISO 9001:2015 Clause 9.3</i>
<input type="checkbox"/>	Staff competency and training records maintained and up to date	<i>ISO 9001:2015 Clause 7.2</i>
<input type="checkbox"/>	Customer complaints process documented with resolution timeframes defined	<i>ISO 9001:2015 Clause 10.2</i>

Scoring guide: 40+ items checked = strong SHEQ position | 25-39 = review required | Under 25 = immediate attention needed

This checklist was produced by Precision FM as a guidance tool. It does not constitute legal advice. Consult qualified SHEQ professionals for site-specific compliance requirements. | precisionfm.co.uk/contact