

Digital Site Compliance Checklist

A practical guide for UK contractors modernising their Health & Safety workflows.

1. Core Setup

- Have you mapped all your existing H&S forms (permits, toolbox talks, RAMS, etc.)?
- Are your current forms standardised across sites and teams?
- Is there a clear owner for H&S documentation on each site?
- Do you have a central location for digital record storage?

2. Digital Readiness

- Is Wi-Fi or mobile signal available on all working areas of your sites?
- Do your teams have access to mobile devices or tablets for data entry?
- Have you reviewed available compliance software tools that meet UK data requirements?
- Does your chosen system support offline data collection?

3. Safety & Audit Trail

- Does your system automatically record timestamps and user IDs for each submission?
- Are audit trails easily exportable for HSE or client reviews?
- Can you generate reports per site, worker, or activity type?
- Are photo uploads or geolocation logs included in records?

4. Training & Adoption

- Have all site teams been briefed on the new digital compliance process?
- Do you have simple step-by-step training materials or videos?
- Is there a clear escalation process for incomplete or late forms?
- Are site leads equipped to troubleshoot basic digital issues?

5. Continuous Improvement

- Do you review compliance data monthly to spot trends or recurring risks?
- Is feedback from site teams being used to refine digital forms?
- Do you have a process to keep digital templates in line with the latest BSR or HSE guidance?
- Are you tracking ROI (time saved, fewer incidents, better audit scores)?

