



A **LEGENCE** Company

SAFETY VETTING CHECKLIST

WHAT TO ASK BEFORE HIRING A CONSTRUCTION MANAGER

Use this checklist when interviewing construction management firms to evaluate how safety is planned, communicated, and executed—not just documented.

1. SAFETY PROGRAM & APPROACH

- ☐ What does your safety plan include, and how is it customized for each project?
- ☐ How do you ensure subcontractors align with and follow your safety standards?
- ☐ How is safety incorporated into pre-construction and pre-install meetings?
- ☐ What does your planning process look like for high-risk activities?
- ☐ How do you identify and mitigate risks before work begins?
- ☐ Can you walk us through a recent example where pre-planning prevented a safety issue?
- ☐ How do you handle subcontractors who repeatedly violate safety expectations?

2. SAFETY METRICS (LAGGING + LEADING INDICATORS)

- ☐ What are your EMR, TRIR, and DART rates, and how have they trended over time?
- ☐ What leading safety indicators do you track?
- ☐ How do you respond when these metrics trend in the wrong direction?
- ☐ How many site observations, safety walks, or near-miss reports do you log per?
- ☐ How do you measure engagement in safety meetings or toolbox talks?

3. OSHA HISTORY & CONTINUOUS IMPROVEMENT

- ☐ What systems are in place to ensure accountability and follow-through?
- ☐ Have you had any OSHA citations?[EW2.1]
- ☐ If so, what were the root causes, and what changes were made as a result?
- ☐ How do you ensure lessons learned are applied across future projects?project
- ☐ How do you investigate incidents or near-misses?
- ☐ How are findings communicated across your teams and subcontractors?

4. FIELD LEADERSHIP & EXECUTION

- ☐ How often do your site leaders conduct safety walkthroughs?
- ☐ What role do superintendents and site managers play in enforcing safety expectations?

- ☐ How do you ensure consistency across multiple crews or trades?
- ☐ What does a typical week of safety oversight look like on your projects?
- ☐ How do you document and resolve issues identified during site walks?
- ☐ Can you share an example of leadership intervening to correct an unsafe condition?

5. COMMUNICATION & WORKER ENGAGEMENT

- ☐ How are toolbox talks structured, and how often are they held?
- ☐ Do you conduct daily safety huddles or planning meetings?
- ☐ How do you encourage workers to speak up about potential hazards?
- ☐ How do you ensure safety messaging stays relevant to the work being performed?
- ☐ What methods do you use to engage workers beyond traditional meetings?
- ☐ How do you handle situations where workers raise concerns?

6. TECHNOLOGY, REPORTING & TRANSPARENCY

- ☐ What tools or platforms do you use for safety tracking and reporting?
- ☐ How do owners gain visibility into safety performance during the project?
- ☐ How are incidents, observations, and corrective actions documented?
- ☐ How quickly are safety issues communicated to stakeholders?
- ☐ Can we see sample safety reports or dashboards?
- ☐ How do you ensure data accuracy and consistency across projects?

7. SITE LOGISTICS & PUBLIC SAFETY

- ☐ How do you plan site logistics (trailers, access points, parking)?
- ☐ What steps are taken to minimize disruption to surrounding operations or communities?
- ☐ How do you protect staff, students, or the public near the site?
- ☐ How do you manage pedestrian and traffic safety around the project?
- ☐ What specific measures are taken in occupied or sensitive environments?
- ☐ How do you adapt safety plans as site conditions change?

FINAL EVALUATION QUESTIONS

Before selecting your CM, ask yourself:

- ☐ Did they provide **specific examples** or just general statements?
- ☐ Do they focus on **proactive safety**, not just compliance?
- ☐ Is safety clearly embedded into **daily operations**, not treated separately?
- ☐ Do you feel confident in their **field leadership and accountability**?

KEY TAKEAWAY

Strong safety performance starts before the contract is awarded.

The more visibility and clarity you gain during vetting, the more confident you can be in project outcomes.