



# Workplace Inspection Procedure

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Viking Reinforcing Ltd. – Rebar Fabrication Yard and Reinforcing Steel Placement Operations (Parksville, BC)

## Document Control

Document Number	SOP-OHS-04
Standard	ISO 45001:2018 Clause 9.1 Monitoring, Measurement, Analysis and Evaluation
Regulatory Reference	WorkSafeBC Occupational Health and Safety Regulation
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## 1. Purpose

This procedure establishes the system used by Viking Reinforcing Ltd. to conduct regular workplace health and safety inspections in order to identify hazards, verify operational controls, and ensure compliance with safety procedures and regulatory requirements.

## 2. Scope

This procedure applies to all Viking Reinforcing worksites including the Parksville fabrication yard, material storage areas, equipment operating zones, and construction sites where reinforcing steel is installed.

## 3. Definitions

Term	Definition
Workplace Inspection	A systematic examination of work areas to identify hazards and verify compliance.
Corrective Action	An action taken to eliminate a detected non-conformity or hazard.
Unsafe Condition	Any physical condition that may result in injury or



## SOP-OHS-04 – Workplace Inspection Procedure damage.

### 4. Responsibilities

Chief Safety Officer (Dan Ansell)

- Oversees the workplace inspection program.

Superintendent (Thomas Gabinet)

- Ensures inspections occur on construction sites.

Yard Foreman (Matt Warawa)

- Conducts routine inspections within the fabrication yard.

Director of Maintenance (Sean Vetra)

- Conducts inspections related to equipment and machinery.

Workers

- Participate in inspections and report hazards.

### 5. Types of Inspections

- Scheduled workplace inspections
- Equipment inspections
- Supervisor walk-through inspections
- Jobsite inspections
- Post-incident inspections

### 6. Inspection Frequency

Typical inspection frequencies include:

- Weekly fabrication yard inspections
- Daily equipment inspections
- Jobsite inspections prior to work commencement
- Additional inspections following incidents or operational changes

### 7. Common Hazards in Rebar Operations

Area	Hazard	Control
Rebar storage yard	Improper stacking	Controlled storage racks and inspection
Rebar bending machines	Pinch points	Machine guarding and operator



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training

Hydraulic shears

Blade contact

Guarding and emergency stops

Forklift operations

Vehicle collision

Traffic lanes and alarms

Construction placing areas

Trip hazards

Housekeeping and capped rebar

### 8. Inspection Procedure

1. Review previous inspection reports.
2. Inspect work areas for hazards.
3. Observe worker practices and equipment use.
4. Speak with workers regarding safety concerns.
5. Record findings on inspection checklist.
6. Assign corrective actions where necessary.

### 9. Corrective Actions

Hazards identified during inspections must be documented and corrective actions assigned. Corrective actions are tracked in REGISTER-OHS-02 – Corrective Action Register.

### 10. Records and Documentation

FORM-OHS-07 – HSE Inspection Checklist

FORM-OHS-08 – Work Site HSE Inspection Report

LOG-OHS-01 – Workplace Inspection Log

REGISTER-OHS-02 – Corrective Action Register

### 11. Continuous Improvement

Inspection findings are reviewed during management review meetings to identify trends and improve safety performance.