

Site Mobilization Readiness Checklist

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Pre-Mobilization Planning & Permits

Ensures all necessary planning, approvals, and permits are secured before any site activity commences.

Permit Application Submission Date

Enter date...

Primary Permit Status

- Applied
- Approved
- Rejected
- Pending Review
- Withdrawn



Environmental Impact Assessment (EIA) Status

- Completed
- In Progress
- Not Required
- Rejected

Summary of Key Permits Required

Write something...

Permit Fees Paid (Total)

Enter a number...

Copies of Approved Permits

 Upload File

Expected Permit Approval Date

Enter date...

Contact Person for Permits

Write something...

Site Access & Security

Covers provisions for safe and controlled access to the site and protection against unauthorized entry and theft.

Site Access Point Designated?

- Yes
- No

Perimeter Fencing Installed?

- Yes
- No
- Partial

Security Measures Implemented (Select all that apply)

- Security Personnel
- CCTV Cameras
- Lighting
- Access Control System (Keycards/Codes)
- Visitor Log
- Vehicle Access Restrictions

Number of Security Personnel Scheduled

Enter a number...

Date of Last Security Assessment

Enter date...

Notes on Security Risks and Mitigation Strategies

Write something...

Site Signage Installed?

Yes

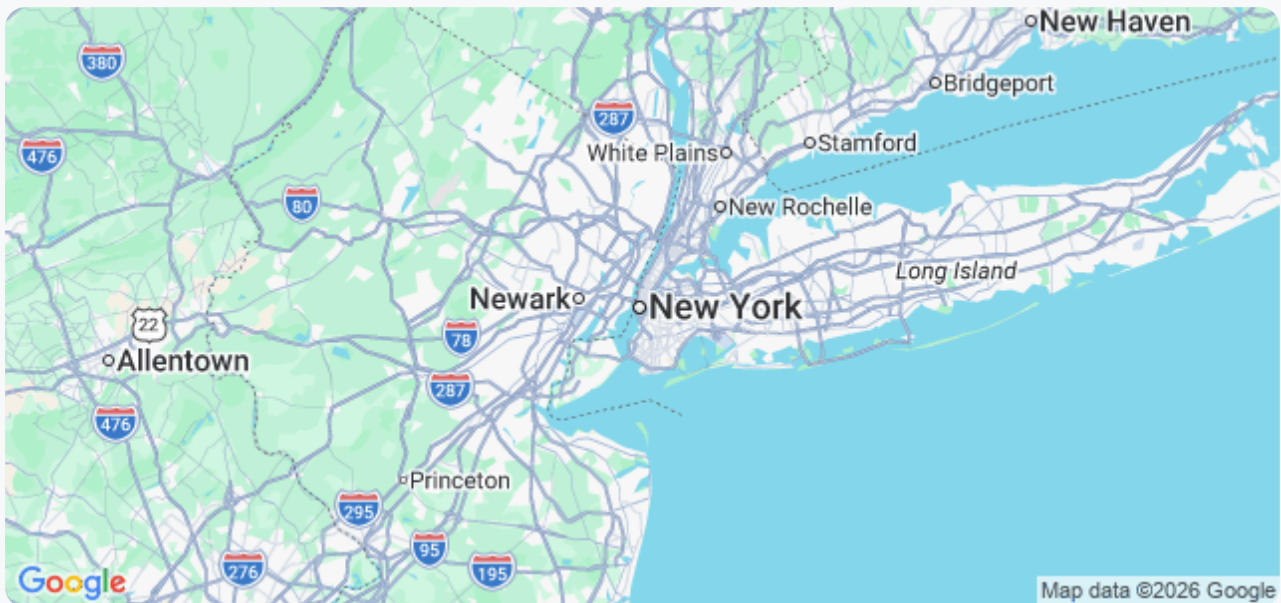
No

Site Layout & Staging Areas

Details the preparation of the site, including clearing, grading, and establishing designated areas for materials, equipment, and personnel.

Site Boundary Markers Established?

 [Set My Current Location](#)



Areas Designated for:

- Material Storage
- Equipment Parking
- Worker Welfare (e.g., restrooms, break area)
- Off-Site Vehicle Parking
- Waste Management

Area of Material Storage (sq ft)

Enter a number...

Area of Equipment Parking (sq ft)

Enter a number...

Describe Site Grading and Leveling Activities Completed:

Write something...

Site Layout Plan (PDF or Image)

 Upload File

Soil Erosion and Sediment Control Measures in Place?

Yes

No

Date Site Layout Approved

Enter date...

Utilities & Services

Addresses the establishment and verification of essential utilities such as water, power, sanitation, and communication infrastructure.

Water Source Confirmed?

- Municipal Water
- Well Water
- Temporary Tank
- Not Required

Initial Water Supply Volume (Gallons)

Power Supply Method

- Grid Power
- Generator
- Combination
- Not Required

Generator Capacity (kW)

Estimated Power Connection Date

Enter date...

Sanitation Facilities Plan

Write something...

Waste Disposal Method

- Roll-off Containers
- Hauling Service
- On-site Processing
- Other

Site Communication Plan

 Upload File

Environmental Protection & Compliance

Focuses on environmental safeguards, erosion control, waste management, and adherence to regulations.

Erosion and Sediment Control Plan Reviewed and Approved?

- Yes
- No
- Pending Review

Which environmental permits are secured?

- Stormwater Pollution Prevention Permit (SWPPP)
- Air Quality Permit
- Waste Disposal Permit
- Wetlands Permit
- Endangered Species Act Compliance

Upload copies of Environmental Permits

 Upload File

Estimated area of disturbed soil (sq ft)

Enter a number...

Describe planned erosion and sediment control measures.

Write something...

Date of last environmental inspection.

Enter date...

Spill Prevention and Control Plan (SPCC) in place?

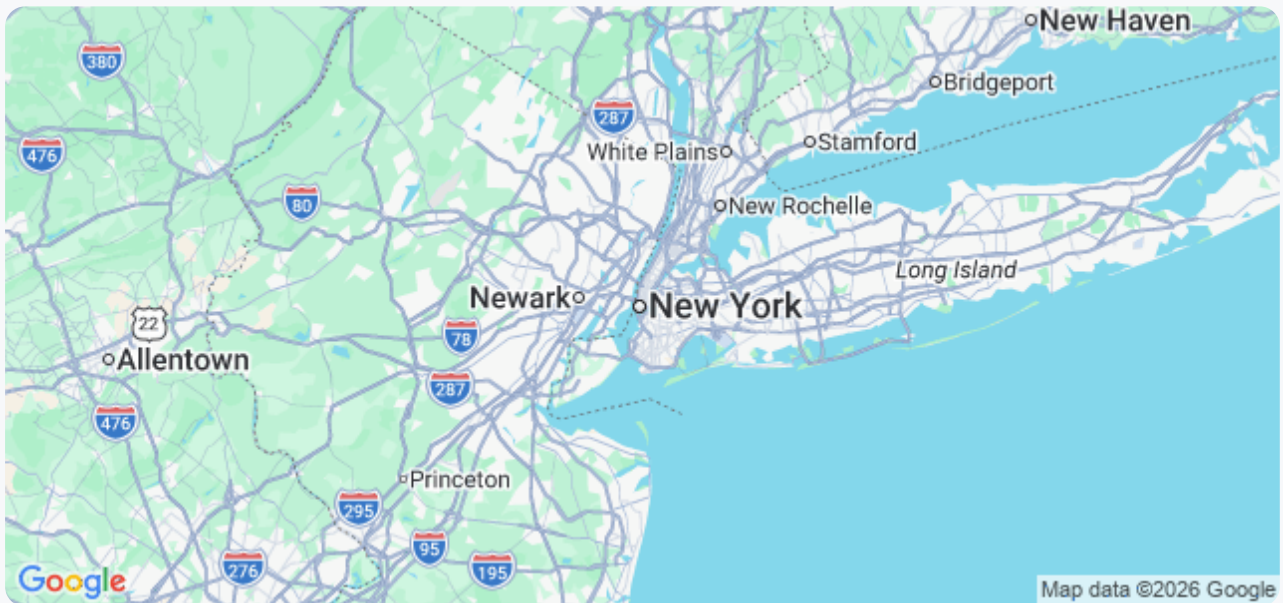
- Yes
- No
- N/A

Describe waste management procedures (recycling, disposal).

Write something...

Location of designated waste storage areas.

[Set My Current Location](#)



Health & Safety Planning

Outlines safety protocols, emergency procedures, and provisions for worker health and well-being.

Emergency Contact List (including local emergency services)

Write something...

Confirmed Hazard Identification and Risk Assessment Completed?

- Yes
- No
- Pending Review

Site-Specific Safety Plan Document

 Upload File

Number of First Aid Kits Available and Regularly Checked

Enter a number...

Date of Last Safety Briefing/Toolbox Talk

Enter date...

Outline of Emergency Evacuation Procedures

Write something...

Medical Services Proximity (e.g., Hospital, Clinic)

- Within 1 mile
- Within 5 miles
- Greater than 5 miles

Safety Officer Signature (Confirmation of Plan Review)

Communication & Coordination

Defines communication channels, stakeholder engagement, and coordination processes for effective project execution.

Primary Communication Method (Site)

- Radio
- Mobile Phone
- Email
- Project Management Software

Key Contact List (Internal Team)

Write something...

Key Contact List (External Stakeholders)

Write something...

Stakeholder Meetings Scheduled?

- Client Kick-off Meeting
- Local Authority Meeting
- Community Liaison Meeting
- Subcontractor Coordination Meeting

Date of First Stakeholder Meeting

Enter date...


Communication Protocol for Urgent Matters

Write something...

Frequency of Progress Reports (e.g., Daily, Weekly)

Enter a number...

Communication Plan Document

 Upload File

Equipment & Resource Availability

Confirms the readiness of essential equipment, tools, and personnel needed for the initial site activities.

Number of Available Excavation Machines

Enter a number...

Number of Available Delivery Trucks

Enter a number...

Essential Hand Tools Verified and On-Site?

Yes

No

Date of Last Equipment Inspection

Enter date...

Notes on Equipment Condition or Shortages

Write something...

Number of Qualified Operators Available

Enter a number...

Fuel Supply Status

- Adequate
- Needs Refill
- Insufficient

Equipment Inventory List (Upload)

 Upload File

Project Documentation & Reporting

Establishes systems for record-keeping, progress tracking, and reporting of site mobilization activities.

Project Mobilization Plan Document

Write something...

Copies of Approved Permits & Licenses

 Upload File

Date of Site Mobilization Start

Enter date...

Total Number of Site Personnel During Mobilization

Enter a number...

Daily Mobilization Progress Log (First 3 Days)

Write something...

Method of Communication to Stakeholders during Mobilization

- Email
- Phone Call
- Site Meetings
- Project Management Software

Summary of Potential Risks & Mitigation Strategies Identified During Mobilization

Write something...

Date of Mobilization Completion Review

Enter date...