

	STANDARD CHECKLIST	Document ID:	TNCL-OHS-CHK-0035
		Document owner	OHS Manager
	CONTRACTOR CLOSE-OUT CHECKLIST	Revision	00
		Approve Date	1 st November 2024

Project:	
Contractor:	
Site Establishment Date:	
Site De-Establishment Date:	

#	Description	Availability Confirmed (Yes/No)	Notes and Comments
1	SHE Close-Out Report		
2	Contractor's Pack		
3	Operational File		
4	Monthly Reports		
5	Weekly Reports		
6	Exit Medicals		
7	Hard drive with records (soft copy records)		
8	TNCL Safety equipments (If borrowed)		
	Others:		

Confirmed, Reviewed and Approved		
Designation	Signature	Date
Site Manager		
Contractor owner		
Health and Safety		