



2026 **PROHAS**
HEALTH & SAFETY CONSULTANCY

NEW YEAR HEALTH & SAFETY CHECKLIST FOR BUSINESSES

A quick-start list to help you begin the year safe, compliant, and organised.

1. LEGAL COMPLIANCE & DOCUMENTATION

- ☐ Health & Safety Policy reviewed and updated
- ☐ Risk Assessments up to date (general & task-specific)
- ☐ Fire Risk Assessment reviewed (or booked if due)
- ☐ COSHH assessments checked and updated
- ☐ First Aid needs assessment reviewed
- ☐ All statutory inspections scheduled (LOLERS, LEV, PUWER, etc.)

2. TRAINING & COMPETENCE

- ☐ Staff training matrix updated for 2026
- ☐ Mandatory training in date (e.g., Fire, Manual Handling, Induction, DSE)
- ☐ Toolbox talk plan created for the next 12 months
- ☐ Supervisors/Managers refresher training booked
- ☐ New starters trained and inducted correctly

3. PREMISES & WORKPLACE SAFETY

- ☐ Fire alarms, extinguishers & emergency lighting serviced
- ☐ Fire doors inspected, working and not obstructed
- ☐ Escape routes clear & signage in place
- ☐ Welfare facilities clean, stocked, and serviced
- ☐ Slips, trips & housekeeping checks completed
- ☐ Winter weather plan in place (grit, lighting, spill kits, etc.)

4. EQUIPMENT & MACHINERY

- ☐ All work equipment inspected & recorded
- ☐ PAT testing scheduled or completed
- ☐ Vehicle checks and fleet compliance reviewed
- ☐ Guards, emergency stops, and safety systems working
- ☐ Maintenance log updated

5. PEOPLE & WELLBEING

- ☐ Workplace stress and wellbeing reviewed
- ☐ Return-to-work processes in place
- ☐ Lone working arrangements checked
- ☐ Contact details and emergency medical info updated
- ☐ Near-miss reporting encouraged and monitored

6. BUSINESS CONTINUITY & EMERGENCY PLANS

- ☐ Fire evacuation drill planned for 2026
- ☐ Spill response kits checked & staff trained
- ☐ Accident reporting procedures reviewed
- ☐ Business continuity plan updated
- ☐ Out-of-hours contact list current

7. NEW YEAR ACTIONS

- ☐ Set H&S goals for 2026 (simple, measurable, realistic)
- ☐ Review insurance requirements
- ☐ Check contractor competency and paperwork
- ☐ Confirm who is responsible for day-to-day H&S
- ☐ Book in your annual safety audits & support visits

WANT US TO RUN THROUGH THIS WITH YOU?

Prohas can review all of the above with you and help set you up for a compliant, safe, and stress-free year. We're here for you in 2026, proactive, practical support whenever you need it.

Health & safety isn't about ticking boxes, it's about protecting your people, your reputation, and your business. Starting the year with a clear plan helps you stay compliant, reduce incidents, and avoid costly disruption later on. This checklist is designed to be a working document, reviewed regularly and updated whenever your people, premises, or processes change.

LET'S MAKE 2026 YOUR SAFEST YEAR YET!



PROHAS
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