



DAILY SITE SAFETY LOG — Site Safety Manager / Coordinator

NYC BUILDING CODE §3310.8.4 • 1 RCNY §3310-01

Required at major buildings where a Site Safety Manager or Site Safety Coordinator is designated. All entries must be recorded by 7:00 a.m. on the day following the activities described. Keep this log at the job site, available to the Department upon request.

Project address		DOB job / BIN No.	
Permit holder / GC		Date of log	
SSM / SSC name		SSM / SSC cert. No.	
Weather / temp		Work shift hours	

A. SITE SAFETY INSPECTIONS PERFORMED (date, time & location of each inspection)

Time	Location (floor / area)	Item / operation inspected	Result / remarks

B. INDIVIDUALS MET WITH (names & dates of meetings held to satisfy site safety requirements)

Time	Name	Company / title	Purpose of meeting

C. UNSAFE ACTS / CONDITIONS — NOTIFICATION & CORRECTION

Location	Unsafe act / condition observed	Company & representative notified	Date notified	Date corrected	Nature of correction



D. VIOLATIONS, STOP WORK ORDERS & SUMMONSES ISSUED BY THE DEPARTMENT

Type (violation / SWO / summons)	Number	Description	Date issued	Date lifted / dismissed

E. HORIZONTAL / VERTICAL SAFETY NETTING — INSTALLED, REPLACED OR REPAIRED

Location	Installed / replaced / repaired	Description	Date

F. GENERAL NOTES & ADDITIONAL ENTRIES

Time	Entry

I certify that the entries above are true and complete and were recorded no later than 7:00 a.m. on the day following the activities described (1 RCNY §3310-01).

SSM / SSC SIGNATURE _____ PRINT NAME _____ DATE _____