

Introduction

On-site workforces are vulnerable to a number of safety risks that can jeopardize both personnel and a business' wellbeing — safeguard your staff and company from on-the-clock incidents with accessible, efficient mobile forms.

Traditional pen-and-paper safety documentation is prone to human error, procedural negligence and poor record keeping. Using digital safety forms and documents can ensure that jobsite staff members are:

- Completing the necessary paperwork in a timely manner (keeping your business safe from legal claims)
- Assessing the safety of their surroundings on a regular basis
- Following procedure and regularly completing the necessary safety education

Feature Icons



Text Fields



Signature Fields



Cloud Storage



Date Fields



Image Fields



Drop Downs



GPS & Maps



Checkbox Fields

Training Verification Form

Education plays an important role in safety assurance. Keep your workforce informed and protected with regular safety training and thorough records of their progress.

Jobsite Use Case

Keep your jobsite staff aware of OSHA procedures and resources, and well versed in worksite safety operations. With ever-changing rules and workforce members, detailed training documentation plays a crucial role in on-site safety.

KEY FEATURES



Date Field



Text Fields



Signatures



Checkboxes



Cloud Storage

The screenshot shows a mobile application interface for a 'Training Verification Form'. At the top, there's a status bar with the time '2:03 PM' and battery level '55%'. Below that is a navigation bar with a search icon and the 'goformz' logo. The form itself is divided into several sections: 'Company Name' and 'Address' fields; 'Phone', 'Fax', and 'Email' fields; 'EMPLOYEE INFORMATION' section with 'First Name', 'Last Name', and 'Employee ID Number' fields; 'Title' and 'Department' fields; 'REVIEWER INFORMATION' section with 'First Name', 'Last Name', and 'Title' fields; a 'TRAINING MEASURE' table with columns for 'TRAINING MEASURE', 'RATING', and 'NOTES'. The 'RATING' column has five radio button options: 'Poor', 'Fair', 'Average', 'Good', and 'Excellent'. Below the table is a 'Total Score: _____' field. At the bottom, there's a 'REVIEWER SIGNATURE' section with a line for 'Signature' and a line for 'Date'.

Jobsite Safety Checklist

Equip your managers with easy to complete checklists, detailing the on-site safety materials necessary to protect jobsite staff. This form helps to ensure that your employees are following OSHA inspection procedures and regulations.

Jobsite Use Case

Are staff members wearing their hard hats? Are harnesses available? Has equipment been inspected? Checklists make following on-site procedures a breeze, and allows for easy reference if an incident were to take place.

2:03 PM 55%

goformz

Jobsite Safety Checklist

Client Name _____ Client Name _____

Project ID Number _____ Supervisor _____ Email _____

EMPLOYEE INFORMATION

First Name _____ Last Name _____ Employee ID Number _____

Title _____ Department _____

SAFETY PROCEDURES	COMPLETED	NOTES
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Small description related to a specific safety measure that is being evaluated.	<input type="checkbox"/> YES <input type="checkbox"/> NO	

Notes regarding weather, vehicles or additional concerns:

SIGNATURE

Signature _____ Date _____

KEY FEATURES



Checkboxes



Date Field



Signatures



GPS/Maps



Cloud Storage

Daily Equipment Checklist

Keep your equipment maintenance up-to-date. With the daily completion of digital equipment inspection forms, management and operators can stay informed of equipment irregularities, maintenance needs and safety hazards.

Jobsite Use Case

Take action before an accident occurs. With this form, supervisors can sidestep potential risks by addressing equipment hazards as soon as they are reported (and keep tabs on valuable contractor equipment).

KEY FEATURES



Checkboxes



Date Field



Signatures



Image fields

The screenshot shows a tablet displaying the 'goformz' app interface for a 'Daily Equipment Checklist'. The form is organized into several sections:

- Header:** 'goformz' logo and status bar (2:03 PM, 55% battery).
- Form Fields:** Department, Supervisor, Phone, Email, Location.
- OPERATOR INFORMATION:** Operator Name, Job Name, Job Number, Jobsite Address.
- EQUIPMENT CHECKLIST:** A table with columns for 'Item Name/Number', 'Y' (Yes), 'N' (No), 'R' (Requires Attention), and 'Images & Descriptions'. The table contains several rows with image placeholders.
- Additional Notes:** A text area for notes.
- Footer Fields:** Equipment/Vehicle Mileage, License Plate #, Signature, Date.

“Near Miss” Report

Near Miss reporting is an important learning tool. A Near Miss means an unplanned incident occurred, that did not result in an injury or illness... but could have. By closely documenting these incidents, management can better devise safety strategies and avoid future jobsite incidents.

Jobsite Use Case

An on-site team experiences a Near Miss while roofing a house, and files the proper reports detailing the incident. From the report, management teams can analyze provided images and details, and determine the appropriate adjustments and strategies to best avoid future repeats.

The image shows a tablet displaying a 'Near Miss Report' form. The form is titled 'Near Miss Report' and is from 'goformz'. It includes the following sections:

- Individual Involved Information:** Fields for Department, Supervisor, Phone, Email, Location, First Name, Last Name, Title, Employee ID Number, and Date of Last Training Session.
- Incident Details:** Fields for Activity Involved, Date/Time of Incident, Location of Incident, and Witness. A note indicates 'R = Requires Attention'.
- Hazard Images:** A section for listing involved hazards and a grid of four image upload slots.
- Additional Questions:** Two text areas asking 'How can this incident be avoided?' and 'Was any equipment or vehicles involved?'.
- Signature and Date:** Fields for the reporter's signature and the date.

KEY FEATURES



Text Fields



Drop Downs



Signatures



Image fields



GPS/Maps

Worksite Incident Form

If an on-site accident were to occur, digital forms guarantee your staff are equipped with the correct documentation to handle just about anything. With contextual fields (like Images, GPS), efficiency features and instant access to submitted forms, incident details can be rapidly recorded and immediately submitted and accessed.

Jobsite Use Case

An unfortunate on-site incident transpires, but your team is prepared. With the Worksite Incident Form, employees can rapidly input incident data. With structured Drop Downs, staff members can select the most accurate OSHA incident categorization (e.g. Injury). Using provided text fields, a more detailed description of the incident can be provided.

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gofomz

Worksite Incident Form

Department _____ Supervisor _____

Phone _____ Email _____ Location _____

INDIVIDUAL INVOLVED INFORMATION

First Name _____ Last Name _____ Title _____

Employee ID Number _____ Date of Last Training Session _____

INCIDENT DETAILS *R - Requires Attention*

Activity Involved _____

Date/Time of Incident _____

Witness Full Name _____

Witness Department _____ *Map of Location*

Witness Phone _____ Witness Email Address _____

Description of incident: _____

Signature _____ Date _____

KEY FEATURES



Signatures



GPS/Maps



Cloud Storage

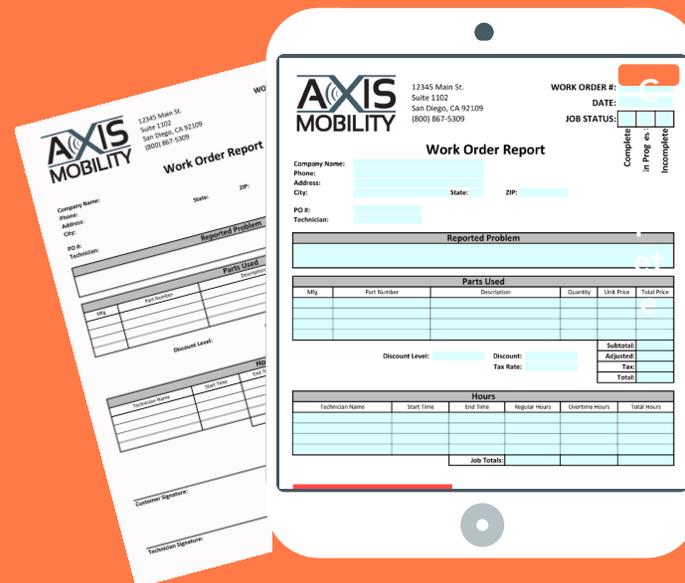


Image Fields

Conclusion

Ensuring jobsite safety is an ever-evolving task. With the proper documentation, regular training and procedure reviews, your workforce can remain safe and comfortable within their work environment.

Using powerful digital features like Images, GPS Coordinates, Cloud Storage and Signatures, jobsite safety documents can be instantly accessed and rapidly completed, so your team can focus on resolving developing incidents, and preventing similar future scenarios.



Protecting Your Business

Digital safety documents not only protect your staff, but also your business. With the proper documentation, your company can avoid workplace risk and legal predicaments.

Cloud based storage and automatically routed forms enable management to instantly access incident details, and take immediate action.

The image shows three devices displaying the GoFormz 'Part Maintenance or Inspection' form. The laptop screen is the largest and most detailed, showing the following sections:

- Form Title:** Service Inspection Form - 1112
- Company Info:** GoFormz, Inc. (Company Name), 655 W. Broadway (Address), (877) 772-7685 (Phone), (877) 772-7685 (Fax), sales@goformz.com (Email).
- TECHNICIAN INFO:** shared demo (Full Name), 1112 (Phone), 1112 (Work Order #), 2016-11-17 (Service Date).
- CUSTOMER INFO:** Customer Name, Contact Full Name, Address, City, State, Zip, Contact Phone, Contact Email.
- SERVICE DESCRIPTION / NOTES:** A large text area for notes.
- SERVICE TIME:** Start Time, End Time, Total Time.
- PART NAME:** A table with columns for Part Name, ID / Serial, Mfg. Date, and Type of Service.
- IMAGES & NOTES:** An optional section for images and additional notes.

The tablet and smartphone show the same form adapted to their respective screen sizes, demonstrating the form's responsive design.

GoFormz allows you to capture data electronically with mobile forms that look exactly like your current paper forms.

1



Upload your existing forms and documents

2



Make them smart with better data

3



Complete forms and docs anywhere, anytime

4



Store and review your data online

Thank You

Request a Free Demo and Sign Up for a Free 14-Day Trial:
www.goformz.com

