

Winter Static Overnight Job – Personnel Checklist

Pre-Shift Preparation:

- ☐ Confirm site briefing details (site map, hazards, emergency contacts)
 - ☐ Check weather forecast and adjust clothing accordingly
 - ☐ Charge mobile phone, radio, torch, and any other required devices
 - ☐ Pack nutrition: water, thermos with hot drink, energy snacks
 - ☐ Confirm transport plan (vehicle check if driving)
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Clothing and Equipment:

- ☐ Thermal base layers (top and bottom)
- ☐ Insulated fleece or wool mid-layer
- ☐ Waterproof/windproof outer jacket (security-branded if possible)
- ☐ Warm gloves and beanie
- ☐ Waterproof, insulated boots with non-slip soles
- ☐ Reflective vest (if required)
- ☐ Flashlight or headlamp with spare batteries

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- ☐ Fully stocked personal first aid kit
 - ☐ Notebook and pens for incident reporting
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On-Site Duties:

- ☐ Conduct full site patrol at shift start and note any immediate risks
 - ☐ Check all entry points, alarm panels, perimeter fencing
 - ☐ Maintain regular patrol schedule
 - ☐ Log all incidents, patrols, and suspicious activity accurately
 - ☐ Report hazards or maintenance concerns immediately
 - ☐ Maintain regular communications if required
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Personal Wellbeing:

- ☐ Stay active by doing slow patrols to maintain circulation
- ☐ Regularly hydrate and have warm drinks and snacks
- ☐ Shelter from extreme weather only if safe and approved
- ☐ Maintain a professional appearance at all times
- ☐ Always prioritize personal safety first

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W.I.N.T.E.R. Static Guard Ready Acronym

W – Weather Check

(Always check forecast and prepare clothing and gear)

I – Inspect Site

(Full patrol and hazard check at start of shift)

N – Nourish and Hydrate

(Bring water, thermos, and energy food)

T – Thermal Layers On

(Wear proper thermal, waterproof, and reflective gear)

E – Equipment Charged

(Mobile, radio, torch fully charged before arrival)

R – Report and Record

(Report hazards, record patrols and incidents properly)