

Building: _____ Room Number: _____ Date: _____

Area Supervisor: _____ Area Use: _____ Phone: _____

General Safety

- | | | | |
|---|-----|----|-----|
| 1. Is good housekeeping practiced in work area (i.e. free of debris and obstructions)? | Yes | No | N/A |
| 2. Are all walking or working surfaces free of tripping/slipping hazards? | Yes | No | N/A |
| 3. Are there no signs of leaks, spills or standing water? | Yes | No | N/A |
| 4. Are permanent ladders in good condition and guarded appropriately? | Yes | No | N/A |
| 5. Is ventilation adequate? | Yes | No | N/A |
| 6. Are items stored at a reasonable height that prevents sprinkler heads from being obstructed? | Yes | No | N/A |

Emergency/First Aid

- | | | | |
|---|-----|----|-----|
| 1. Are emergency phone numbers and procedures posted at or near telephones? | Yes | No | N/A |
| 2. Is emergency equipment (alarm pull boxes, eyewashes, showers, first aid kits, etc.) accessible and not blocked by equipment? | Yes | No | N/A |
| 3. Is the First Aid supply location labeled and accessible? | Yes | No | N/A |
| 4. Is the First Aid box well organized and supplied? | Yes | No | N/A |

Machine Guarding

- | | | | |
|--|-----|----|-----|
| 1. Are machine and belt guards in place and in good condition? | Yes | No | N/A |
| 2. Are all power tools properly guarded to prevent accidental contact? | Yes | No | N/A |

Hazard Communication

- | | | | |
|--|-----|----|-----|
| 1. Are all chemical containers labeled with the name of the product and all hazard warnings? | Yes | No | N/A |
| 2. Is SDS available for all controlled products? | Yes | No | N/A |
| 3. Are Hazard Communication Right-to-Know posters obvious? | Yes | No | N/A |

Egress

- | | | | |
|---|-----|----|-----|
| 1. Are all exit doors unobstructed? | Yes | No | N/A |
| 2. Are all exit doors able to be opened from the inside without special knowledge/keys? | Yes | No | N/A |
| 3. Are all aisle and exit ways free of obstructions? | Yes | No | N/A |

Fire

- | | | | |
|--|-----|----|-----|
| 1. Are rooms free of combustible and flammable materials? | Yes | No | N/A |
| 2. Are fire extinguishers and signs clearly visible? | Yes | No | N/A |
| 3. Is access to fire extinguishers clear and unobstructed? | Yes | No | N/A |
| 4. Are all extinguishers in place and properly mounted? | Yes | No | N/A |

Electrical

- | | | | |
|---|-----|----|-----|
| 1. Is there at least 3 feet clearance in front of electrical panels/breaker boxes? | Yes | No | N/A |
| 2. Are switches and circuit breakers properly identified as to the service they are in and to what they control? | Yes | No | N/A |
| 3. Are electric hand tools properly grounded/double insulated? | Yes | No | N/A |
| 4. Are all cords/plugs free from damage or deterioration? | Yes | No | N/A |
| 5. Are cover plates in place on junction boxes to eliminate exposed wiring? | Yes | No | N/A |
| 6. Is electrical equipment (such as switchboards, panel boards, industrial control panels, meter socket enclosures and motor control centers) properly labeled with Arc Flash Warning Labels? | Yes | No | N/A |

Piping

- | | | | |
|---|-----|----|-----|
| 1. Is all piping appropriately identified as to contents/direction of flow? | Yes | No | N/A |
| 2. Are hot pipes and surfaces guarded against contact and clearly marked "HOT"? | Yes | No | N/A |
| 3. Are bump hazards (example low hanging pipes or ducts) labeled or padded? | Yes | No | N/A |

Guardrails

- | | | | |
|---|-----|----|-----|
| 1. Are drain openings/pits in the floor or walking surfaces guarded with a standard barrier to prevent tripping/slipping? (When a floor or platform is 4 or more feet above the adjacent floor or ground level it must be guarded with a standard barrier.) | Yes | No | N/A |
| 2. Are toe boards in place on elevated platforms to prevent objects from falling off the platform? | Yes | No | N/A |
| 3. Are standard guardrails (Top rail must be no less than 42" above the floor, mid-rail to be ½ way between the top rail and the floor, with a toe board.) provided on elevated platforms? | Yes | No | N/A |
| 4. Are handrails provided and in good condition on stairways when there are 4 or more risers? | Yes | No | N/A |

Confined Spaces

- | | | | |
|--|-----|----|-----|
| 1. Is the room free from areas classified as "Confined Spaces"? If no, please comment. | Yes | No | N/A |
| 2. Are areas considered to be "Confined Spaces" properly labeled? | Yes | No | N/A |