Safety Inspection Checklist

Building/Department(s):					
Date: Finished	Time:	Start	Finished	Start	
Inenactor(e)		Building Coordinator			

Checklist Items	Yes	No	NA	Checklist Items	Yes	No	NA
A. General-All Areas				G. Storage - Fire Protection			Г
Are all ceiling tiles in place and in good condition?		\vdash		is the storage of combustibles in the work area held to a			t
Is all furniture in good/stable condition and properly adjusted?				minimum to avoid a fire hazard?			
Are wall-mounted book cases free of excessive material on top and			П	2. Is clearance of at least 18 inches maintained around fire			Г
and not overloaded? (Chemicals & heavy items should not be stored				sprinkler heads?	-		H
above head height (6 feet)). 4 As all uniform as westign surfaces from of finning left price because 2	-	-	-	 Are flammable/combustible liquids in excess of one day's operational supply kept in approved flammable materials 			
Are all walking or working surfaces free of tipping/slipping hazards? Are emergency phone numbers and procedures posted at or near		1		storage (FMS) cabinets?			
telephones?				Are all FMS cabinets free of combustible materials (cardboard,			Г
6. Are all fans equipped with a blade guard with openings no greater than 1/2 inch?				paper, plastic, etc.)?	-		H
7. Is consumption of food, beverage, etc., prohibited where required?				5. Are all flammable containers properly closed/covered to control vapors?			
B. General – Shops				Are all flammable/combustible containers properly labeled/			T
Are machine and belt guards in place and in good condition?		\vdash	\vdash	identified?	+		+
Net machine and oeir guards in place and in good condition? Is pedestal machinery securely anchored to the floor?		-		7. Are all refrigerators used for storage of flammable/combustible liquids/materials approved and explosion proof?			
	-	\vdash			-		H
 Is equipment properly maintained and adjusted to prevent personal injury and equipment damage? 				Are flammable/combustible liquids returned to approved flammable liquid storage cabinets at the end of the workday?			
4. Are compressed air nozzles at the correct pressure of 30 psi or less?				H. Storage – Compressed Glass Cylinders			Г
5. Is all piping appropriately identified as to contents/direction of flow?				Are all cylinders properly secured with straps or chains to			Г
100 mm (11 m 2 11 m) 1 mm (12				prevent tipping falling? 2. Are protective valve caps in place when cylinder is not in use?			H
6. Are not pipes and surfaces guarded against contact and clearly marked "HOT"?				Are protective varied caps in place when cylinder is not in user Are empty and full cylinders stored separately?	+		+
SAFE AND CONTRACTOR OF THE SAFE OF THE SAF		+		Are empty and full cylinders stored separately? 4. Are only chemically compatible cylinders stored together?			+
 Are areas requiring use of protective equipment (e.g., Eye Protection Required, etc.) adequately posted with warning signs and enforced? 				Are cylinder contents adequately labeled and easily seen?	+		H
Is damaged/malfunctioning equipment tagged "OUT OF SERVICE"?	_	1		Is the correct regulator being used for the cylinder service?	+		H
C. Exits/Corridors	_	_		7. Are highly toxic gases stored in vented gas cabinets?			t
Are all comdors unobstructed?		\vdash			_		۲
2001 100 100 100 100 100 100 100 100 100	-	-		I. Personal Protective Equipment	-		H
2. Are all exit doors unobstructed?	-	-	-	Is the requirement of use of protective equipment enforced?	-		H
3. Are exit signs posted and properly illuminated to clearly indicate exits?				Is the required personal protective equipment wom?	-		H
A. Are all exit doors able to be opened from the inside without special knowledge keys?		Т		3. When not in use, is personal protective equipment properly maintain/stored?			
5. Are exit doors free of slide bolts or locks?				Is personal protective equipment readily available for all			Г
D. Electrical				personnel including visitors to the area?			
Is there at least three (3) feet clearance in front of electrical panels/breaker boxes?				Is all personal protective equipment free from damage and deterioration?			
2. Are electric hand tools properly grounded/double insulated?				Are all employees using respiratory protection properly trained			t
3. Is the area free of extension cords?				and authorized by EH&S?			
4. Is all electrical equipment plugged directly into wall outlets?				7. Is self-contained breathing equipment properly maintained/			t
5. Are all cords/plugs free from damage or deterioration?				inspected?			
6. Are switches and circuit breakers properly identified as to the				J. Railing/Elevated Work Areas			
service they are in and to what they control?		_		Are drain openings/pits in the floor or walking surfaces guarded			Г
7. Are circuit breaker panels free of combustible materials?	-	-		to prevent tripping/slipping?	-		L
8. Are covers plates in place on junction boxes to eliminate exposed wiring?				Are toeboards in place on elevated platforms to prevent objects from falling off the platform?			
Are "WARNING HIGH VOLTAGE" signs installed on high voltage				Are standard guardrails provided on elevated platforms?			Γ
enclosures for systems rated 600V or over?	-	-	-	Are handrails provided and in good condition on stairways?	-		L
10. Is all electrical, including light fixtures, protected from physical damage by enclosure/guards?				5. Are there provisions for safe access to elevated machinery/ equipment?			
E. Emergency Equipment				K. Ladders			
1. Is emergency equipment (alarm pull boxes, eyewashes, showers,				Are portable ladders in good repair and safe to use?			F
etc.) accessible and not blocked by equipment?		-		Are mobile ladder stands in good condition?			\vdash
Are emergency eyewashes provided in the required chemical areas?	-	-		Are standard guardells provided on elevated platform	-	_	H
Are emergency showers provided in the required chemical areas?				Are handrails provided and in good condition on stairways?			L
4. Is all emergency equipment in good condition?				L. Forklifts 1. Are defective forklifts taken out of service and tagged "DO NOT"			
5. Are spill kits accessible and fully stocked per list?				USE"?	_		L
F. Storage – General				2. Are forklift inspection forms current and maintained in a file?			
Is good housekeeping practiced in work area (is it free of debris, seemburbles, shelt upfane? Are sinke maintained?)?				Are load limits clearly posted in the area? Are fault to secretic and secretic posted in the area?			F
combustibles, obstructions? Are aisles maintained?)?		+		Are forklift operating rules clearly posted in the area? Are all operators trained and authorized?	-		\vdash
A la etorono adaquatoly augmented blobbs to a vid Codo-Ralling				 D. Are all operators trained and authorized? 	1	1	1
Is storage adequately supported/stable to avoid tipping/falling? Is there at least two (2) feet clearance between stacked materials	-	\vdash				_	H

A				I.			
Checklist Items	Yes	No	NA	Checklist Items	Yes	No	NA
M. Fire Protection			_	O. Computer Rooms	1		
Are there current welding permits displayed in welding area?	-			Are combustibles stored in approved, enclosed metal cabi nets? Substitute in approved, enclosed metal cabi nets? It is combustible waste, e.g., trash containers, cardboard boxes,			
Are all self-closing doors operational?				etc., removed from the room daily or more often as needed?			
Are walls and floors free of holes/penetrations? Are no smoking regulations clearly posted and being followed in "NO SMOKING" areas?				Is the computer room free of flammable/combustible liquids? Are computer tapes stored in approved, enclosed metal cabinets?			
Are fire extinguishers and signs clearly visible?		-		5. Is the raised floor free of unsealed cable holes?			
Is access to fire extinguishers clear and unobstructed?			\vdash	Is the access to fire suppression and alarm systems unobstructed?			
7. Are all extinguishers in place and properly mounted?			\vdash	7. Are floor tile pullers available and mounted?			
Are all extinguishers properly inspected (monthly) and maintained (annually)?				8. Are doors to the peripheral rooms closed?			
N. Training	\top			Is paper stored in computer room limited to a one day supply?			Т
Have personnel been trained in the use of personal protective equipment?				10. Is the room free of repair shop operations?			
Are all employees trained in hazardous substances safety?		-		11. Is the room free of soldering irons?			
3. Have personnel working in high noise areas been trained in hearing				12. Is the room free of coffee makers, popcorn machines, electric			
conservation? 4. Have employees who use respirators been trained, fit tested, and				floor/space heaters, etc.? 13. Are "NO SMOKING" signs posted and being enforced in			
received the required health monitoring examination?	-			computer rooms?			
5. Are employees who use self-contained breathing apparatus properly trained and authorized?				P. Grounds			
6. Evac Plans				12			
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				3.			
				4.			
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Explanation/Comments on all NO Answe	rs			Explanation/Comments on all NO Answ	ers		
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