

INDUSTRIAL SAFETY INSPECTION CHECKLIST

DEPT: _____

SHOP: _____

DATE: _____

Should be able to answer yes (where applicable) to the following:

- | WALKING/WORKING SURFACES: | YES | NO |
|---|-----|-----|
| - Floors clean and dry..... | [] | [] |
| - No Protruding storage/clutter..... | [] | [] |
| - No trip hazards(elec. cords, debris)..... | [] | [] |
| - Rags/trash disposed of daily..... | [] | [] |
| - Furniture safe & in good condition..... | [] | [] |
| - Stairs safe (secure rails, treads)..... | [] | [] |
| - Safe Ladders (safety feet, inspected, tight rungs). | [] | [] |
| - Scaffolding- >5' have top/mid rails, toe-board,
mudsills, wheels locked..... | [] | [] |
|
ELECTRICAL: | | |
| - All disconnects/breakers are labeled..... | [] | [] |
| - 36" access clearance around circuit breaker panels. | [] | [] |
| - No exposed live parts..... | [] | [] |
| - Circuits are grounded/Ground pins on plugs..... | [] | [] |
| - Extension cords inspected (no knockouts on boxes). | [] | [] |
| - No extension cords used in place of fixed wiring... | [] | [] |
| - Explosion proof equipment used where needed..... | [] | [] |
| - CPR training for req'd workers (Electrical Trades). | [] | [] |
| - Inspection program for power tools/extension cords. | [] | [] |
| - GFCI's in use in wet areas (bathrooms, near sinks). | [] | [] |
| - No open slots in circuit breakers panels..... | [] | [] |
| - Covers in place on receptacles, boxes, switches.... | [] | [] |
| - Electrical hand tools grounded or double insulated | [] | [] |
| - "Non-dead front" plugs removed from service..... | [] | [] |
| - Electrical cords across walkways protected..... | [] | [] |
| - Equipment UL listed..... | [] | [] |
| - Lockout/Tagout program in place where required..... | [] | [] |
|
MACHINE GUARDING: | | |
| - Barrier guards on moving machinery parts..... | [] | [] |
| - Point-of-operation & pinch points guarded..... | [] | [] |
| - Fan blades guarded(< 1/2" opening)..... | [] | [] |
| - Fixed machinery anchored to prevent movement..... | [] | [] |
| - Anti-kickback protection on woodworking machinery.. | [] | [] |
| - Push-sticks provided..... | [] | [] |
| - Lower portion of blades guarded..... | [] | [] |
| - Belts/pulleys enclosed..... | [] | [] |
| - Rotating shafts guarded..... | [] | [] |
| - Bench grinders (1/8" toolrest,1/4" tongue guard)... | [] | [] |
| - Bandsaw blades guarded above guide rollers..... | [] | [] |
| - Jointer guards installed w/auto return..... | [] | [] |
| - Radial Arm Saw- blade guard, head auto return,
doesn't extend past end of table..... | [] | [] |

MACHINE GUARDING (Con=t):	YES	NO
- Anti-restart on woodworking machinery.....	[]	[]
- Safety zones around shop equipment.....	[]	[]
- Table saw-blade guard, splitter, anti-kickback.....	[]	[]
- Abrasive wheels given "ring-test".....	[]	[]
- Shop equipment have lockable disconnect.....	[]	[]
- Lockout/Tag-out used for equipment.....	[]	[]
- Foot treadles guarded.....	[]	[]
- On/Off switch accessible w/o reaching across Point of Operations.....	[]	[]

HAZARDOUS MATERIAL:	YES	NO
- Approved lockers in use.....	[]	[]
- Max. storage: Flam. 60 gal., combustibile 120 gal...	[]	[]
- Compatible storage of HAZMAT.....	[]	[]
- Manufacturer's label affixed.....	[]	[]
- Dispensing containers labeled.....	[]	[]
- NFPA labels used on non-manufacturer containers....	[]	[]
- MSDS' available & accessible.....	[]	[]
- Hazardous Waste properly disposed of.....	[]	[]
- Training provided (site specific).....	[]	[]
- Only 1-day supply of flam. material outside locker.	[]	[]
- No smoking signs posted & observed.....	[]	[]
- All items purchased on Authorized Use List.....	[]	[]
- New HAZMAT purchases approved by safety.....	[]	[]
- Ventilation equipment available and used when req'd	[]	[]
- Refrigerators labeled "Food Only" or "No Food".....	[]	[]
- Proper storage/containment/separation of acids.....	[]	[]
- Fume hoods tested annually by IH.....	[]	[]
- Dispensing containers bonded to prevent static elec.	[]	[]

GENERAL SAFETY:	YES	NO
- Eyewash stations flushed weekly.....	[]	[]
- Personal protective equipment used & stored properly	[]	[]
- Req'd safety literature posted on Bulletin Boards..	[]	[]
- Compressed gas cylinders secured/capped.....	[]	[]
- Inspection performed of weight handling equipment..	[]	[]
- Welding curtains used.....	[]	[]
- Soda/Vending machines anchored to prevent tip-over.	[]	[]
- Space heaters have auto-tip-over switch.....	[]	[]
- Good personal hygiene practices maintained.....	[]	[]
- Smoking in designated areas only.....	[]	[]
- Workplace monitoring scheduled with IH.....	[]	[]
- Unstable shelving secured to prevent tipping over..	[]	[]
- Employees practice safe lifting procedures	[]	[]
- Hand trucks/carts available for moving heavy items.	[]	[]
- Shop Safety training being held monthly.....	[]	[]
- Supervisors planning OSH into high risk jobs	[]	[]
- DOD OSH poster and hazard reporting forms posted...	[]	[]
- Other: _____	[]	[]

REMARKS: