

Facility-Performed Safety Inspection

How safe and compliant is your facility at this very moment? When was the last time you or an employee performed a walk-through inspection of your facility to identify safety hazards that needed to be fixed? Use the following checklist to make a quick survey of your workplace. Having an employee perform the inspection is one way to comply with OSHA's push for employee involvement in safety efforts.

YES	NO	Item
		General Housekeeping: reasonably clean and neat, no trash, empty containers lying around.
		Facility free of trip and fall hazards.
		All electrical cords in good condition – no cuts, frays, taped areas, loose connections, grounding prongs are in place.
		All hazardous chemicals in proper containers, properly labeled and safely stored.
		All employees wearing the proper PPE for the jobs they are doing – safety glasses, hearing protection, gloves, safety shoes, head protection.
		All aisles are clear and unobstructed. Permanent aisles are marked.
		All fire extinguishers are fully charged, properly located, hanging on the wall and not setting around on the floor or a bench, serviced once a year.
		Railing are in compliance – firmly attached, top rail 36" to 42" high, midrail is present, toeboard (4" high) is in place anywhere items could fall on persons or equipment below.
		Elevated storage areas and shelving more than about 84" high are load rated and marked.
		Appropriate signage is present and in good condition: EXIT, NO EXIT, NO SMOKING, CAUTION: CARBON MONOXIDE, CHEMICAL STORAGE AREA, CONFINED SPACE, EYE PROTECTION REQUIRED.
		Emergency phone numbers are posted at all appropriate phones.
		Ladders are in good condition: no broken rungs, no cracks or splits; safety feet in place if manufactured with them; step ladders have spreader braces; ladders are clean and free of grease, oil, mud or other slippery substance.
		Are first aid kits appropriately located within a reasonable distance of each work area? Are they fully stocked with supplies necessary to treat injuries likely at your facility?