## Safety Inspection Checklist

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

								Checklist Items	Yes	No	NA	Checklist Items	Yes	No	N
Checklist Items	Yes	No	NA	Checklist Items	Yes	No	NA	M. Fire Protection				O. Computer Rooms			П
A. General-All Areas	100			G. Storage – Fire Protection	100	1.10	-	Are there current welding permits displayed in welding area?				Are combustibles stored in approved, enclosed metal cabi nets?			Г
Are all ceiling files in place and in good condition?	+	+	-	storage — File Protection      is the storage of combustibles in the work area held to a	+	+	-	Are all self-closing doors operational?				<ol><li>Is combustible waste, e.g., trash containers, cardboard boxes,</li></ol>			
Is all furniture in good/stable condition and properly adjusted?	+	+		ninimum to avoid a fire hazard?				3. Are walls and floors free of holes/penetrations?	+	+		etc., removed from the room daily or more often as needed?  3. Is the computer room free of flammable/combustible liquids?		-	+
3. Are wall-mounted book cases free of excessive material on top and	+			2. Is clearance of at least 18 inches maintained around fire	1		$\vdash$	Are no smoking regulations clearly posted and being followed in	$\vdash$	-		A Are computer toom nee of nearmable controlsable injuries?      A Are computer tapes stored in approved, enclosed metal.		$\vdash$	+
and not overloaded? (Chemicals & heavy items should not be stored above head height (6 feet)).				sprinkler heads?  3. Are flammable/combustible liquids in excess of one day's	-	+	$\vdash$	"NO SMOKING" areas?				cabinets?		$\perp$	L
Are all walking or working surfaces free of tipping/slipping hazards?	+	+		operational supply kept in approved flammable materials				5. Are fire extinguishers and signs clearly visible?				5. Is the raised floor free of unsealed cable holes?			L
5. Are emergency phone numbers and procedures posted at or near				storage (FMS) cabinets?		_		6. Is access to fire extinguishers clear and unobstructed?				<ol> <li>Is the access to fire suppression and alarm systems unobstructed?</li> </ol>			
telephones?  6. Are all fans equipped with a blade guard with openings no greater	+-			<ol> <li>Are all FMS cabinets free of combustible materials (cardboard, paper, plastic, etc.)?</li> </ol>				7. Are all extinguishers in place and properly mounted?	-			7. Are floor tile pullers available and mounted?			$\vdash$
than 1/2 inch?				5. Are all flammable containers properly closed/covered to		-	$\vdash$	8. Are all extinguishers properly inspected (monthly) and maintained	-			8. Are doors to the peripheral rooms closed?			$\vdash$
7. Is consumption of food, beverage, etc., prohibited where required?				control vapors?		1		(annually)?	-	-			_	$\vdash$	+
B. General - Shops				6. Are all flammable/combustible containers properly labeled/				N. Training  1. Have personnel been trained in the use of personal protective	-	+		Is paper stored in computer room limited to a one day supply?		$\vdash$	+
Particular de la companya del companya de la companya del companya de la companya	+-	+	-	identified?	1	+		equipment?				10. Is the room free of repair shop operations?		$\perp$	
Are machine and belt guards in place and in good condition?	+-	-		7. Are all refrigerators used for storage of flammable/combustible liquids/materials approved and explosion proof?				2. Are all employees trained in hazardous substances safety?				11. Is the room free of soldering irons?			
2. Is pedestal machinery securely anchored to the floor?	+-	+			-	-		3. Have personnel working in high noise areas been trained in hearing conservation?				<ol> <li>Is the room free of coffee makers, popcorn machines, electric floor/space heaters, etc.?</li> </ol>			
3. Is equipment properly maintained and adjusted to prevent personal injury and equipment damage?				8. Are flammable/combustible liquids returned to approved flammable liquid storage cabinets at the end of the workday?				4. Have employees who use respirators been trained, fit tested, and	_	+		13. Are "NO SMOKING" signs posted and being enforced in			+
	+	+			-	+	+	received the required health monitoring examination?  5. Are employees who use self-contained breathing apparatus properly	-	-		computer rooms?		$\vdash$	+
Are compressed air nozzles at the correct pressure of 30 psi or less?	+-			H. Storage – Compressed Glass Cylinders     1. Are all cylinders properly secured with straps or chains to	-	-	$\perp$	trained and authorized?				P. Grounds			
5. Is all piping appropriately identified as to contents/direction of flow?				prevent tipping/falling?				6. Evac Plans				1.			
6. Are hot pipes and surfaces guarded against contact and clearly				Are protective valve caps in place when cylinder is not in use?								2.			
marked "HOT"?		_		3. Are empty and full cylinders stored separately?	_	_	$\perp$					3.			П
<ol> <li>Are areas requiring use of protective equipment (e.g., Eye Protection Required, etc.) adequately posted with warning signs and enforced?</li> </ol>				Are only chemically compatible cylinders stored together?	-	-	$\vdash$					4.			T
Is damaged/malfunctioning equipment tagged "OUT OF SERVICE"?	+-	+	-	Are cylinder contents adequately labeled and easily seen?     B. Is the correct regulator being used for the cylinder service?	-	+	$\vdash$					100			+
	+-	-	_		-	+	$\vdash$	Explanation/Comments on all NO Answer	4			Explanation/Comments on all NO Answ	re	_	_
C. Exits/Corridors	+	+		7. Are highly toxic gases stored in vented gas cabinets?	-	-	$\vdash$	Expansion comments on an No Allance	•			Expanditive of the No.			
Are all corridors unobstructed?				I. Personal Protective Equipment											_
2. Are all exit doors unobstructed?	+-		_	Is the requirement of use of protective equipment enforced?	_	-	$\vdash$								
3. Are exit signs posted and properly illuminated to clearly indicate exits?				Is the required personal protective equipment worn?		-	$\vdash$								
A. Are all exit doors able to be opened from the inside without special	+-	+		3. When not in use, is personal protective equipment properly maintain/stored?											
knowledgelkeys?  5. Are exit doors free of slide bolts or looks?	+-	-	-	mananystydd?	-	-	$\vdash$								
	+-	-	_	4. Is personal protective equipment readily available for all personnel including visitors to the area?							-			_	_
D. Electrical	_	4		· · · · · · · · · · · · · · · · · · ·											
Is there at least three (3) feet clearance in front of electrical panels breaker boxes?				5. Is all personal protective equipment free from damage and deterioration?											
Are electric hand tools properly grounded/double insulated?	+-	-		0700701077	-	-	$\vdash$								_
3. Is the area free of extension cords?	+	_		<ol> <li>Are all employees using respiratory protection properly trained and authorized by EH&amp;S?</li> </ol>											
Is all electrical equipment plugged directly into wall outlets?	_			Is self-contained breathing equipment properly maintained/							_				_
5. Are all cords/plugs free from damage or deterioration?				inspected?				1							
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?	+-	+	-	<ol> <li>Are drain openings/pits in the floor or walking surfaces guarded to prevent tripping/slipping?</li> </ol>											
Are circuit breaker panels free of combustible materials?     Are covers plates in place on junction boxes to eliminate exposed	+-	+	-	Are toeboards in place on elevated platforms to prevent objects	-	+	+								
wiring?				from falling off the platform?				·			7				_
Are "WARNING HIGH VOLTAGE" signs installed on high voltage enclosures for systems rated 600V or over?				Are standard guardrails provided on elevated platforms?     Are handrails provided and in good condition on stairways?	-	-	$\vdash$								
10. Is all electrical, including light fixtures, protected from physical	_	1		5. Are there provisions for safe access to elevated machinery/		-		1							_
damage by endosure/guards?		_	_	equipment?		_		1							
E. Emergency Equipment	_			K. Ladders											_
<ol> <li>Is emergency equipment (alarm pull boxes, eyewashes, showers, etc.) accessible and not blocked by equipment?</li> </ol>				Are portable ladders in good repair and safe to use?     Are mobile ladder stands in good condition?	-	-									
Are emergency eyewashes provided in the required chemical areas?				Are standard guards/fis provided on elevated platform											
Are emergency showers provided in the required chemical areas?	_	1		Are handrails provided and in good condition on stairways?							_			—	_
Is all emergency equipment in good condition?	+			L. Forklifts	_	_	-								
5. Are spill kits accessible and fully stocked per list?	+	1		Are defective forklifts taken out of service and tagged 'DO NOT		+	$\vdash$							_	_
NECO MANDE SONO PRODUCTION AND ACCOUNT ASSESSMENT OF THE PROPERTY OF THE PROPE	+-	-	_	USE"?	-	+	$\vdash$								_
F. Storage – General		1		Are forklift inspection forms current and maintained in a file?	1	1									
<ol> <li>Is good housekeeping practiced in work area (is it free of debris, combustibles, obstructions? Are aisles maintained?)?</li> </ol>				Are load limits clearly posted in the area?     Are forklift operating rules clearly posted in the area?	-	-								—	_
Is storage adequately supported/stable to avoid tipping/falling?		1		Are all operators trained and authorized?											
3. Is there at least two (2) feet clearance between stacked materials														_	_
and ceiling light?	+	+			-	-	$\vdash$								
	+-	1			-										
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