

# Inspection Checklist

<b>Location:</b>		<b>Date:</b>						
<b>Supervisor:</b>		<b>Worker Safety Rep:</b>						
<b>Items to Review:</b> <input checked="" type="checkbox"/> OK <input checked="" type="checkbox"/> Need Action (list the specific hazard and mark in the chart below)								
<table style="width: 100%; border: none;"> <tr> <td style="width: 25%; vertical-align: top; padding: 5px;"> <b>People</b>  <input type="checkbox"/> Unsafe Acts  <input type="checkbox"/> Unsafe Work Procedure  <input type="checkbox"/> Improper Tool Use  <input type="checkbox"/> Improper Equipment Use  <input type="checkbox"/> Not using PPE  <input type="checkbox"/> Not following Safety Rules  <input type="checkbox"/> Operator Authorization         </td> <td style="width: 25%; vertical-align: top; padding: 5px;"> <b>Equipment</b>  <input type="checkbox"/> Ladders  <input type="checkbox"/> Scaffolds  <input type="checkbox"/> Power Tools  <input type="checkbox"/> Adequate Supply of PPE  <input type="checkbox"/> Fire Extinguisher  <input type="checkbox"/> First Aid Supplies  <input type="checkbox"/> Electrical         </td> <td style="width: 25%; vertical-align: top; padding: 5px;"> <b>Materials</b>  <input type="checkbox"/> Housekeeping  <input type="checkbox"/> Controlled Products  <input type="checkbox"/> MSDS Sheets  <input type="checkbox"/> Storage / Stacking  <input type="checkbox"/> Rough Edges  <input type="checkbox"/> Heavy Material  <input type="checkbox"/> Safety Bulletin Board         </td> <td style="width: 25%; vertical-align: top; padding: 5px;"> <b>Environment</b>  <input type="checkbox"/> Noise  <input type="checkbox"/> Ventilation  <input type="checkbox"/> Lighting  <input type="checkbox"/> Temperature  <input type="checkbox"/> Ice / Snow  <input type="checkbox"/> Slip / Trip Hazards  <input type="checkbox"/> Sanitation         </td> </tr> </table>					<b>People</b> <input type="checkbox"/> Unsafe Acts <input type="checkbox"/> Unsafe Work Procedure <input type="checkbox"/> Improper Tool Use <input type="checkbox"/> Improper Equipment Use <input type="checkbox"/> Not using PPE <input type="checkbox"/> Not following Safety Rules <input type="checkbox"/> Operator Authorization	<b>Equipment</b> <input type="checkbox"/> Ladders <input type="checkbox"/> Scaffolds <input type="checkbox"/> Power Tools <input type="checkbox"/> Adequate Supply of PPE <input type="checkbox"/> Fire Extinguisher <input type="checkbox"/> First Aid Supplies <input type="checkbox"/> Electrical	<b>Materials</b> <input type="checkbox"/> Housekeeping <input type="checkbox"/> Controlled Products <input type="checkbox"/> MSDS Sheets <input type="checkbox"/> Storage / Stacking <input type="checkbox"/> Rough Edges <input type="checkbox"/> Heavy Material <input type="checkbox"/> Safety Bulletin Board	<b>Environment</b> <input type="checkbox"/> Noise <input type="checkbox"/> Ventilation <input type="checkbox"/> Lighting <input type="checkbox"/> Temperature <input type="checkbox"/> Ice / Snow <input type="checkbox"/> Slip / Trip Hazards <input type="checkbox"/> Sanitation
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<b>Item #</b>	<b>Identified Hazard</b>	<b>Hazard Ranking</b>	<b>Control</b>	<b>Action By</b>				
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

*Hazard identified should be ranked and controlled in priority. Inspection reports should be posted and communicated to employees as soon as practicable, at minimum – during next toolbox talk*