Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of inspection\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Area inspected \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inspector(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Area of inspection**  |  | **Action to be taken**  |
| 1. OSHA notice permanently posted in conspicuous place(s)  |  |  |
| 2. Medical services (call 911) a. OSHA log/summary up-to-date; injury reporting  |  |  |
| b. First aid facilities  |  |  |
| c. First aid training  |  |  |
| d. Hazard communication program  |  |  |
| e. Other  |  |  |
| 3. Firefighting equipment (call 911) a. sprinkler system  |  |  |
| b. Hand extinguishers  |  |  |
| c. Special hazards systems  |  |  |
| d. Standpipe and hose  |  |  |
| e. Alarm system  |  |  |
| f. Other  |  |  |
| 4. Building exits a. Number of exits  |  |  |
| b. Proper markings  |  |  |
| c. Unobstructed  |  |  |
| d. Other  |  |  |
| 5. Stairs and stairways a. Enclosed  |  |  |
| b. Unobstructed  |  |  |
| c. Handrails  |  |  |
| d. Treads  |  |  |
| e. Other  |  |  |
| 6. Personal protective equipment a. Protective clothing  |  |  |
| b. Eye and face protection  |  |  |
| c. Ear protection  |  |  |
| d. Respiratory protection  |  |  |
| e. Eye wash and showers  |  |  |
| f. Other  |  |  |
| 7. Illumination of work areas a. General  |  |  |
| b. Temporary  |  |  |
| c. Outside areas  |  |  |
| d. Other  |  |  |
| **Area of inspection**  |  | **Action to be taken**  |
| 8. Working and walking surfaces a. Floors and work surfaces |  |  |
| b. Aisles - unobstructed |  |  |
| c. Handrails and guardrails |  |  |
| d. Manhole and floor-opening protection  |  |  |
| e. Other  |  |  |
| 9. Ventilation (general and comfort) a. Air distribution  |  |  |
| b. Amount of air flow  |  |  |
| c. General air cleaning  |  |  |
| d. Temperature  |  |  |
| e. Other  |  |  |
| 10. Environmental controls a. Noise  |  |  |
| b. Air (gases, mists, dust, etc.)  |  |  |
| c. Solid waste  |  |  |
| d. Liquid waste  |  |  |
| e. Local exhaust ventilation  |  |  |
| f. Other  |  |  |
| 11. Sanitation a. Toilet facilities  |  |  |
| b. Locker rooms  |  |  |
| c. Housekeeping facilities  |  |  |
| d. Lunch room  |  |  |
| e. Local exhaust ventilation  |  |  |
| f. Other  |  |  |
| 12. Boilers, heating and cooling equipment, pressure vessels, and piping  |  |  |
| 13. Elevators, power platforms, manlifts, and hoists a. Capacity–posted  |  |  |
| b. Door and other interlocks  |  |  |
| c. Emergency signals  |  |  |
| d. Other  |  |  |
| 14. Ladders and scaffolds a. Wood and metal  |  |  |
| b. Railings and handrails  |  |  |
| c. Landings  |  |  |
| d. Toe boards  |  |  |
| e. Others  |  |  |

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| **Area of inspection**  |  | **Action to be taken**  |
| 15. Electrical equipment a. Wiring clear of combustibles |  |  |
| b. Portable power tools grounded |  |  |
| c. Three-foot clearance around control panels |  |  |
| e. Lock-out controls |  |  |
| f. Other |  |  |
| 16. Machine guarding devices machinery a. Point of operation guarding  |  |  |
| b. Belts, pulleys, gears, shafts, etc. |  |  |
| c. Cleaning and adjusting |  |  |
| d. Maintenance and oil leakage  |  |  |
| e. Electrical wiring  |  |  |
| f. Noise control  |  |  |
| g. Lockout-tagout program  |  |  |
| h. Other  |  |  |
| Robotic operations i. Guarding operating area  |  |  |
| j. Power disconnects and interlocks  |  |  |
| k. Mechanical stops; range of motion  |  |  |
| l. Presence sensing devices  |  |  |
| m. Other  |  |  |
| 17. Hand and portable power tools a. Grounding  |  |  |
| b. Guarding  |  |  |
| c. Power cutoff devices  |  |  |
| d. Handles free of cracks  |  |  |
| e. Wiring  |  |  |
| f. Storage adequate  |  |  |
| g. Other  |  |  |
| 18. Welding, cutting, heating, and brazing a. Proper equipment, usage, and storage  |  |  |
| b. Fire protection  |  |  |
| c. Flash back protection  |  |  |
| d. Other  |  |  |
| 19. Painting and finishing a. Surface preparation  |  |  |
| b. Dip tanks  |  |  |
| c. Spray painting  |  |  |
| d. Drying  |  |  |
| e. Ventilation  |  |  |
| f. Other  |  |  |

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| **Area of inspection**  |  | **Action to be taken**  |
| 20. Material handling lift trucks a. Guarded  |  |  |
| b. Capacities and instructions posted  |  |  |
| c. Inspected daily  |  |  |
| d. Maintenance records current  |  |  |
| e. Other  |  |  |
| 21. Material hazards a. Gases  |  |  |
| b. Vapors  |  |  |
| c. Flammable liquids  |  |  |
| d. Chemicals  |  |  |
| e. Compressed or liquefied gases  |  |  |
| f. Combustible dusts  |  |  |
| g. Other |  |  |
| 22. Material storage a. Rack storage  |  |  |
| b. Boxed  |  |  |
| c. Bagged  |  |  |
| d. Bulk  |  |  |
| e. Vaults  |  |  |
| f. Palletized  |  |  |
| g. 18-inch clearance from sprinkler system  |  |  |
| h. Other  |  |  |
| 23. Unsafe practices a. Improper/unnecessary lifting  |  |  |
| b. Repetitive motion and trauma  |  |  |
| c. Excessive speed of vehicles  |  |  |
| d. Horseplay  |  |  |
| e. Smoking in danger areas  |  |  |
| f. Running in aisles or on stairs  |  |  |
| g. Improper use of air hoses  |  |  |
| h. Removing machine or other guards  |  |  |
| i. Work on unguarded moving machinery  |  |  |
| j. Other  |  |  |
| 24. Vehicle a. Operator training  |  |  |
| b. Brakes, horn, lights, windows  |  |  |
| c. Steps or ladders, provide safe access  |  |  |
| d. Seat belts provided and used  |  |  |
| e. All materials in cab secured  |  |  |
| f. Cargo separated from driver compartment  |  |  |
| g. Preventative maintenance  |  |  |
| h. Other  |  |  |
| **Area of inspection**  |  | **Action to be taken**  |
| 25. Display areas a. Counters  |  |  |
| b. Shelves—displays  |  |  |
| c. Fixtures  |  |  |
| d. Storage  |  |  |
| e. Furniture  |  |  |
| f. Equipment  |  |  |
| g. Other  |  |  |
| 26. Office areas a. Furniture  |  |  |
| b. Fixtures  |  |  |
| c. Equipment  |  |  |
| d. Other  |  |  |