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 |  |  |