

Sample: Inspection Checklist

Slips, Trips and Falls Specific

Aisle ways and passageways

- Are aisles marked?
- Are they clear and unobstructed?
- Are they wide enough for all normal movements?

Conveyors

- Are gears, shafts, and pulleys guarded on pinch points?
- Are drop guards installed to catch falling material?
- Are emergency stop controls adequately located and operational?
- Are fire control and/or suppression provided and operational?
- Are proper warning signs posted?
- Is the fire suppression system operational?
- Are fire extinguishers provided?

Exits & escape ways

- Are there sufficient exits / escape ways for prompt escape?
- Are they open (not locked or blocked)?
- Are, all exit routes clearly marked?
- Are all exits/escape ways marked and illuminated?
- Are they wide enough?
- Is there more than one exit from each work area?
- Are approaches unobstructed?
- Are exit/escape ways free of combustible and flammable material?
- Are they clear of snow, ice, or other slipping hazards?
- Do all exits open outward onto a level surface?

Floors

- Are they clean and orderly?
- Is drainage maintained?
- Are they free of slip, trip or fall hazards?
- Are there any protrusions, nails, etc.?
- Are openings covered or barricaded?
- Are load limits posted on upper floors?

Ladders

- Are the safety feet in proper condition?
- Are they free of paint, grease and oil?
- Is the ladder properly positioned and tied off at the top?
- Are doors near the ladder blocked, locked or guarded?
- Is the ladder supported if placed against an opening?
- Is there a 3 foot extension above a roof or platform being accessed?
- Are all defective ladders tagged cut?
- Are ladders near electrical areas non-metallic?
- Are both rails of the ladder supported?
- Do fixed ladders have landing platforms at proper intervals?

Lighting

- Are travel routes and work areas adequately illuminated?
- Are lighting fixtures clean?
- Is the level of light sufficient for the detail of work performed?
- Is there emergency lighting of all exit routes not naturally lighted?
- Are there any burnt out bulbs that need to be replaced?

Platforms & scaffolding

- Are they wide enough?
- Is the flooring non-skid?
- Is there safe access to moveable platforms?
- Are access gates self-closing and locking?
- Is the surface equipped with standard guardrails?
- Are scaffolds sound and rigid?
- Is the surface clear of tools or materials?

Roadways

- Are surfaces in good repair?
- Is there sufficient width and vertical clearance?
- Are standard signs and markers in place?
- Are rail sidings in good repair?
- Are necessary traffic lights in operation?
- Are safety bays provided for pedestrians? (u/g roadways)

Stacking and Storage

- Is housekeeping in proper order?
- Are aisle ways and access paths clear and unobstructed?
- Is storage height limited?
- Are all stacks stable and secure against sliding or collapsing?
- Is proper drainage provided in storage areas?
- Are storage areas free of fire hazards?
- Are rack and platform load limits posted and observed?

Stairs

- Are stairs provided where there is regular traffic between levels?
- Are they wide enough?
- Are they angled properly?
- Are the steps uniform in height and tread depth?
- Are risers open if the tread depth is shallow?
- Do outdoor stairs have grating type treads?
- Are treads and nosings slip-resistant?
- Are long flights broken by platforms?
- Are railings provided on open' sides or on one side if stairs are closed?
- Is there proper vertical clearance?

Waste Disposal

- Are there an adequate number of metal refuse containers?
- Are separate containers provided for flammable refuse and waste?
- Are there safe disposal facilities for wastes?
- Are anti-static devices fitted as necessary?
- Are chemical spill absorbents available in work areas?
- Are proper WHMIS labels in place?