SAFETY AUDIT CHECKLIST

Shipping & Receiving Areas

Audi	ted by:		Date:			
Check the box under Y for "yes" or N for "no" to determine if each item is within compliance. Item # Repair D						
		***		item //		
<u>Y</u> <u>N</u>	Material Handling	<u>Y</u> <u>N</u>				
	1. Is there safe clearance for equipment through aisles and doorways? 1910.176(a)		18. Is an adequate cleaning schedule maintained to avoid accumulation of dust and other potential contaminants? 1910.141(a)			
	2. Are aisleways designated, permanently marked, and kept clear to allow unhindered passage? 1910.22(b)(1) & (b)(2)		19. Are work surfaces kept dry or are appropriate means taken to to assure the sur-			
	3. Are motorized vehicles and mechanized equipment inspected prior to use on each shift? 1910.178(q)(7)		faces are slip resistant? 1910.22(a)(2) 20. Are noise levels within acceptable limits? 1910. 95(c)(1)			
	4. Are vehicles shut off and brakes set prior to	<u>Stair</u>	<u>s</u>			
- -	loading or unloading? 1910.178(m)(5)(i) 5. Are containers stored, stacked, blocked and		21. Are stair railings of standard height (30"-34" above surface)? 1910.23(e)(2)			
	limited in height so they are stable and secure? 1910.176(b)		22. Does every stairway having 4 or more threads have a handrail? 1910.23(d)			
. .	6. Are dock boards used when loading or unloading operations are taking place between vehicles and docks? 1910.178(m)(7)		23. Are risers uniform in height? 1910.24(f)			
			24. Are standard railings provided on the open side of exposed stairs? 1910.24(h)			
	7. Are brakes set and wheel blocks in place to prevent movement of trucks, trailers or rail-cars while loading or unloading? 1910.178(m)(7)		25. Are all stairways at least 22" wide? 1910.24(h)			
			26. Do stairs angle no more than 50 and no less than 30 degrees? 1910.24(e)			
Aisles			27. Are steps on stairs and stairways designed			
	8. Are aisles marked? 1910.22(b)(2)		or provided with a surface that renders them slip resistant? 1910.24(f)			
	9. Are aisles and passage ways properly illuminated? 1910.22(b)(2)	28. Y	28. Where stairs or stairways are present in any area where vehicles may be operate, are adequate barriers and warnings provided to prevent employees from stepping			
	10. Are aisle widths maintained and in good condition?					
	11. Are aisles kept clean and free from obstructions? 1910.22(b)(1)		into the path of traffic? 1910.23(c) 29. Where doors or gates open directly on a			
- -	12. Are fire aisles, access to stairways, and fire equipment kept clear? 1910.178(m)(14)		stairway, is there a platform provided so the swing of the door does not reduce the width of the platform to less than 20 inches? 1910.23(a)(10) 30. Are stairway handrails capable of withstanding a load of 200 pounds applied in any direction at any point on the rail? 1910.(e)(5)(iv)			
	13. Are pits and floor openings covered or otherwise guarded? 1910.22(a)					
- -	14. Are standard guardrails provided wherever aisle or walkway surfaces are elevated more than 48 inches above any adjacent					
	floor or the ground? 1910.23(c)	Exits	1			
<u>Housekeeping</u>		1	31. Are exits properly marked? 1910.37(b)(2)			
	17. Are work areas clean, sanitary, orderly and adequately illuminated? 1910.22(a)		32. Are exits kept free from obstructions? 1910.37(a)(3)			
Note	s:					

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<u>Y</u> <u>N</u>	Y N First Aid				
□ □ 33. Is the number of exits from each floor of a building and the number of exits from the building itself appropriate for the building occupancy load? 1910.36(b)	45. Do you have emergency eyewash and shower facilities within the immediate work area where employees are exposed to injurious corrosive materials? 1910.151(c)				
Ladders 34. Are only ladders with safety feet used? 1910.25(d)(2)(xix) 35. Are ladders free from sharp edges and splinters? 1910.25(b)(1)(i)	46. Does the employer have first aid kits easily accessible to each work area, with necessary supplies available, periodically inspected and replenished as needed? 1910.151(b)				
□ □ 36. Are all step ladders in use under 20 feet in	Personal protective equipment				
length? 1910.25(c)(2) □ □ 37. Is scaffolding capable of carrying the intended load safely? 1910.28(a)(4)	47. Is personal protective equipment provided and are all employees required to use PPE as needed to protect against eye and face injury? 1910.132(a)				
Air Emissions	☐ ☐ 48. Are protective goggles or face shields pro-				
□ □ 38. If carbon monoxide is present, due to fork-lifts, heaters or idling vehicles, is ventilation adequate so that it does not exceed permissible exposure levels? 1910.178(i)	vided and worn where there is any danger of flying particles or corrosive materials? 1910.133(a)(1) 49. Are approved safety glasses required to be				
□ □ 39. If welding creates hazardous air emissions, have ventilation or local exhaust systems been provided to keep fumes below the maximum allowable concentrations?	worn at all times in areas where there is a risk of eye injuries such as punctures, abrasions, contusions or burns? 1910.133(a)(2)				
1910.252(c)(iii) □ □ 41. Does the employer control dusts, vapors, gases, smoke, fumes, solvents or mists	□ □ 50. Is appropriate foot protection required where there is a risk of foot injuries? 1910.132(a)				
which may be generated in your work- place through general dilution or local exhaust ventilation systems? 1910.94(a)(2)(ii)	□ □ 51. Is required personal protective equipment provided by the employer at no cost to the employee? (Note: Exceptions include non-speciality safety toe footwear, non-special-				
Portable fire extinguishers □ □ 42. Are appropriate fire extinguishers mounted, located and identified so that they are	ity prescription eyewear that is permitted to be worn offsite, logging boots, everyday clothing and weather related clothing.) 1910.132(h)(2)				
readily accessible to employees?	Chemicals				
1910.157(c)(1) □ □ 43. Are all fire extinguishers inspected and recharged regularly and noted on the inspection tag? 1910.157(e) □ □ 44. Are portable fire extinguishers provided in	52. Are hazardous chemicals properly labeled including the chemical name, hazard warnings and manufacturer's name and address? 1910.1200(f)(1), (f)(1)(i), (f)(1)(ii) & (f)(1)(iii)				
adequate number and type? 1910.157(d)	53. Do you have a material safety data sheet for each hazardous substance used which is easily accessible to employees? 1910.1200(g)(8)				
Notes:					