

General Industry Safety Checklist

Company Name:	Date of Inspection:		
Inspected by:			
Manual Material Handling	Yes	No	N/A
Are mechanical devices being used in place of manual handling of material?			
Are ropes, slings, chains, hook, cables, and chokers in good condition?			
Proper staging of materials to minimize lifting and carrying?			
Rigging equipment inspected regularly and in good condition?			
Is the handling of bagged material limited to 50 lbs?			
Are carrying handles being used when a single worker is carrying sheeted materials?			
Housekeeping & Guarding	Yes	No	N/A
Are walking and working surfaces clear and free of debris?			
Are waste and trash containers provided, and used?			
Is there regular removal of waste and trash from the containers?			
Does each worker clean up after themselves?			
Is adequate temporary lighting provided?			
Is temporary storage of materials and supplies done in an organized fashion?			
Are areas used for storage of materials marked with conspicuous signs that indicate the load-bearing capacity of the floor?			
Is the weight of stored materials assessed to ensure that it is below the load-bearing capacity of the floor?			
Are all machines and equipment properly guarded?			
Have all employees been trained on machine guarding?			
Fire Protection and Prevention	Yes	No	N/A
Are all flammable liquid containers clearly identified?			
Are all flammable liquid containers UL or FM listed?			
Have proper storage practices for flammables been observed?			
Are extinguishers readily accessible and serviced regularly?			
Are emergency exit signs lit and exit doors easily accessible?			
Have gas cylinders been chained upright with valve caps securely fastened?			
Has there been proper segregation between flammable gasses?			
Proper labeling of full and empty cylinders?			
Are temporary heaters located at a safe distance from combustibles?			
Have employees been trained annually on evacuation routes and mustering point?			
Are proper procedures followed for hot work activities?			

Lockout/Tagout & Electrical	Yes	No	N/A
Are all switch gear, panels, and devices that are energized marked and/or guarded?			
Lockout devices available/used on circuits that could become energized while being worked?			
Are all temporary circuits properly guarded and grounded?			
Are extension cords in continuous lengths without splice?			
Are GFCI's and/or Assured Equipment Grounding Conductor Program being used?			
Is there the appropriate clearance around control panels?			
Are working surfaces clear of cords so as not to create a tripping hazard?			
Lockout/Tagout & Electrical (Continued)	Yes	No	N/A
Any visual signs of outlet overloading?			
Are authorized employees issued their own locks and tags?			
Are Hasps available in the event that more than one employee is performing service work on a piece of machinery?			
Are all forms of potential energy isolated during repair work?			
Are periodic inspections being conducted annually?			
Hazard Communication	Yes	No	N/A
Are safety data sheets available for every hazardous chemical?			
Are all containers appropriately labeled with their contents and hazard warnings?			
Have all employees been trained on the specific chemicals in the workplace?			
Is the list of chemicals updated?			
Power Industrial Trucks (Forklift)	Yes	No	N/A
Are forklifts being inspected on a daily basis, prior to use?			
Is the operators manual available for review by employees?			
Is damage repaired prior to operation?			
Is the load rating understood by all operators?			
Is the forklift equipped with a seatbelt and worn by operators?			
Are employees making use of safety features such as horns, lights and backup alarms?			
Ladders	Yes	No	N/A
Is the proper ladder for the job being used?			
Are ladders in good condition (no missing or broken rungs)?			
Are there safety shoes/cleats on the bottom of ladders? Are they needed?			
Are non-conductive ladders available for use around live wiring?			
Are ladders tied-off at top or otherwise secured?			
Do side rails extend 36 inches above top of landing?			
Rungs or cleats uniformly spaced 10 - 14 inches apart?			
Are step ladders fully open when in use?			

Personal Protective Equipment	Yes	No	N/A
Is hearing protection available for personnel that may be exposed to noisy conditions?			
Is respiratory protection available to personnel and being used when conditions require them?			
Are safety harnesses, lifelines and shock absorbing lanyards available and being used?			
Are personnel using gloves when handling sharp or rough material?			
Where required, rubber gloves with protectors-insulators being used.			
Are safety glasses used by employees in areas where flying particles are present?			
Medical	Yes	No	N/A
Are first-aid kits available and properly stocked?			
Are all emergency phone numbers posted?			
Are employees aware of the address of the facility/ capable of giving directions to emergency crew?			
Is anyone trained in first aid and CPR?			
Floor, Wall Openings, Stairways	Yes	No	N/A
Floor and roof openings guarded by guardrails and toe boards or a secured cover.			
Open-sided floors/platforms 4 feet or higher guarded are with railing and toe boards.			
Are stairs with four or more risers equipped with standard hand rail protection?			
Runways four feet or more above ground properly guarded.			
Anchor posts and framing capable of withstanding 200lb load in any direction.			
Tools: Hand and Power	Yes	No	N/A
Are tools free of any obvious physical damage?			
Are tools inspected for frayed or damaged cords?			
Are tools and cords properly grounded (ground pins are in good condition?			
Are double insulated tools in use and in good condition?			
Are the handles on all tools in good condition (not bent, splintered or broken)?			
Are all hoses on air or hydraulic tools in good condition?			
Are all shields and guards in place on the tools and in good condition?			
Operator qualified and instructed to use powder actuated tools?			
Welding and Cutting	Yes	No	N/A
<ul style="list-style-type: none"> Are non-combustible enclosures, (screens/shields) provided and used when welding? 			
<ul style="list-style-type: none"> Welding goggles, gloves, and clothing being used by welder? 			
<ul style="list-style-type: none"> Inspection for fire hazards after welding stops? 			
<ul style="list-style-type: none"> Are gas cylinder, hoses, regulators, torches, torch tips and welding carts, in good condition? 			