

# Planned Formal Safety Inspections

EXAMPLE

Standards should be set to have a Formal/Planned inspection either on a monthly basis to ensure safety standards are being met, to identify unsafe conditions and practices and to recommend corrective actions.

DATE:			LOCATION:		
YES = SATISFACTORY			NO = UNSATISFACTORY, NEEDS ATTENTION		
YES	NO	SAFE WORK PRACTICES	YES	NO	FIRE PROTECTION
		Use of machine guards			Fire Extinguishers
		Proper manual lifting			Proper type / location
		Smoking, only in designated areas			Fire equipment maintained
		other:			Emergency exits / lighting
					Sprinkler systems
USE OF PERSONAL PROTECTIVE EQUIPMENT			KITCHEN EQUIPMENT		
		Eye / face protection			Microwave ovens
		Footwear			Deep fryers
		Gloves			Cutters, grinders, choppers
		Protective Clothing			Grease receptacles
		Aprons			Storage knives
		Respirators			Oiling, cleaning, adjusting
		Other:			Other:
HOUSEKEEPING			FIRST AID:		
		Proper storage of flammable material (oily/greasy rags, etc.)			First aid kits in rooms
		Proper disposal of waste			Trained first aid providers
		Floors (clean, dry, uncluttered)			Emergency numbers posted
		Other:			All injuries reported
					Other:
ELECTRICAL SAFETY			ADMINISTRATION		
		Machine grounding / G.F.I.			OHS Act and Policy posted
		Electrical Cords			List of JHSC members & minutes of meeting posted
		Electrical Outlets			
		Other:			Other:
MISCELLANEOUS					
		MSDS Labels			New processes or procedures implemented
		Dust / vapor / fume control			
		Safe use of ladders / scaffolds			Other:
		Other:			



BE RESPONSIBLE - THINK SAFETY