

## **MONTHLY FACILITY SAFETY INSPECTION**

| HOUSEKEEPING & STORAGE                                | YES | NO | n/a | COMMENTS |
|---|-----|----|-----|----------|
| Exits, stairs, & designated walkways clear?           |     |    |     | -        |
| Free of slip/trip hazards? (dust/spills/holes/debris, | )   |    |     |          |
| Lighting adequate in work areas & walkways?           |     |    |     |          |
| Good housekeeping?                                    |     |    |     |          |
| Propane cylinders stored outside & upright?           |     |    |     |          |
| Supplies/materials stacked/stored safely?             |     |    |     |          |
| Sprinkler controls – unobstructed access              |     |    |     |          |
| Sprinkler heads – min. 18-in. clearance               |     |    |     |          |
| ·   |     |    |     |          |
| MACHINES & SAFETY EQUIPMENT                           | YES | NO | n/a | COMMENTS |
| Proper guards/interlocks in place & function?         |     |    |     |          |
| No dust accumulations in machining areas              |     |    |     |          |
| Dust collection – proper hook-up & function?          |     |    |     |          |
| Equipment undamaged & working properly?               |     |    |     |          |
| Equip. properly locked/tagged out?                    |     |    |     |          |
| Eye wash station clean, current, unobstructed         |     |    |     |          |
| Safety nozzles on all compressed air hoses?           |     |    |     |          |
|   |     |    |     |          |
| PERSONAL PROTECTIVE EQUIPMENT (PPE)                   | YES | NO | n/a | COMMENTS |
| PPE necessary for job is readily available?           |     |    |     |          |
| Spray booth PPE? (coat, respirator, gloves, eye)      |     |    |     |          |
| Safety glasses worn production areas?                 |     |    |     |          |
| Protective gloves for handling stock/InstaPac?        |     |    |     |          |
| Ear plugs – req'd areas posted & being used?          |     |    |     |          |
| Appropriate footwear worn?                            |     |    |     |          |
| Hi-viz vest is shipping/dock areas?                   |     |    |     |          |
| Visitors provided PPE & use it?                       |     |    |     |          |
|   |     |    |     |          |
| GENERAL WORK AREAS                                    | YES | NO | n/a | COMMENTS |
| Containers properly stored & labeled?                 |     |    |     |          |
| No food/drink around hazardous chemicals?             |     |    |     |          |
| Forklift – daily insp.; seatbelt; safe operation      |     |    |     |          |
| Ext. cords - temp. use; no damage/trip hazard         |     |    |     |          |
| Min. 3-ft. clear around panels/disconnects?           |     |    |     |          |
|   |     |    |     |          |
| FIRE SAFETY   | YES | NO | n/a | COMMENTS |
| Fire extinguishers charged & unobstructed?            |     |    |     |          |
| Flammables stored in proper containers?               |     |    |     |          |
| Max. 1-day supply of flams outside cabinet?           |     |    |     |          |
| Flams stored inside closed storage cabinet?           |     |    |     |          |
| UL trash can for oily/solvent/paint/stain rags?       |     |    |     |          |
| Spray booth maint.? (clean, filters, no stg./cords)   |     |    |     |          |

