

HOUSEKEEPING AND STORAGE	NA	S	US	COMMENTS
Workspace is generally clean and orderly				
Walking surfaces inside and outside in good condition, free of cords and other tripping hazards				
Exit paths and corridors are free of storage or obstructions				
Emergency equipment (e.g., fire extinguishers, eyewash /shower stations, alarm pulls, etc.) are not blocked nor is access obstructed				
Shelving over 4 feet tall is secured and not overloaded (NO block and plank shelving of any height!)				
Materials are stored and secured to prevent falling or collapse				
No items are stored within 18 inches of fire sprinkler heads				
Break rooms and rest rooms are clean and sanitary				

ELECTRICAL	NA	S	US	COMMENTS
Electrical cords and plugs are in good condition				
Extension cords are UL listed, of adequate gauge, and are not attached to walls, run through doorways, ceiling spaces or under carpeting				
Power taps are fuse-protected and plugged directly into outlets (i.e. not "daisy-chained" together)				
Ground fault circuit interrupter protection is provided for electrical receptacles within 6 feet of a water source, for exterior outlets, or for damp locations where electrical tools/equipment are used				
Electrical equipment is properly grounded				

Electrical panels are not blocked (36" clear space)				
All outlets, switches, junction boxes, have cover plates				

FIRE PREVENTION AND PROTECTION	NA	S	US	COMMENTS
Fire doors are not blocked open or obstructed and latch automatically when released				
Fire extinguishers are available and inspected monthly				
Heat-producing appliances unplugged when not in use; located on non-combustible surface				
Portable heaters shut-off automatically when tipped over				
Flammable liquids are stored in approved cabinets				
There is no storage under open stairs or in electrical/mechanical spaces				
Emergency phone numbers are posted near phone				
Portable containers being used to store flammable liquids are metal; (no larger than 5 gallons; 5 gal. must be a U.L. listed safety can)				
"No Smoking" signs are posted and policy is enforced				

CHEMICALS	NA	S	US	COMMENTS
MSDS sheets are available/accessible to workers				
Chemical containers are properly labeled				
Chemical containers are stored on shelves with lips and below eye level				
Fume hoods are not used for storage of chemicals				
Chemicals are stored by compatibility, not alphabetically				

Expiration dates on chemical containers have not been exceeded				
There is no food being stored or consumed in areas where chemicals are used or dispensed				
Appropriate spill kits are on-hand and adequately maintained				
Compressed gas cylinders are adequately secured at all times				

FIRST AID/LIFE SAFETY	NA	S	US	COMMENTS
First aid kits are available and properly maintained				
Personnel are trained in first aid/CPR/AED as conditions warrant				
Exits and emergency routes are properly marked and illuminated				
Exterior walkways are in good condition and adequately illuminated				
Handicapped entrances and exits are identified and unobstructed				
Periodic evacuation drills have been conducted (optional)				
Glazing subject to human impact is labeled, approved safety glass				
Restricted areas are kept locked when unoccupied				

EQUIPMENT	NA	S	US	COMMENTS
Machine guards are in place				
Flashback protection is installed on oxyfuel hoses				
Equipment is being properly arranged, used, maintained and inspected				
Ladders - maintenance				
Personal Protective Equipment (e.g., respirators, safety eyewear, hearing protection, lockout/tagout devices,				

etc.) is being used and properly maintained				
Handtrucks, carts and other equipment is available as needed				

CORRECTIVE ACTIONS: