

INDUSTRIAL SAFETY INSPECTION CHECKLIST*Use in accordance with AR Regulation 385-10; proponent office is USAG Bavaria Safety*

Directorate:		Section:	
Building #:	Supervisor:	Room #:	Phone:
Inspection Date:	Inspector:	Quarter	

Mark 'N' for no; 'Y' for yes; 'N/A' for not applicable

HOUSEKEEPING

- Floors, aisles and stairs cleared of obstructions?
 Are walking surfaces free from tripping hazards?
 Are break areas clean?
 Are cabinets and racks secured?
 Is coffee or food consumed where chemicals are used?
 Are items being stored on top of cabinets?
 Are spilled materials cleaned up immediately?
 Are stairs, walks, and ramps kept clear of snow and ice?
 Are housekeeping procedures being practiced?

PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT (PPCE) Are the following PPCE available, in good condition and properly used as required?

- Safety Glasses/Goggles
 Safety Shoes
 Respirators
 Face Shields

- Hearing Protection
 Gloves
 Aprons

Other PPCE: _____

- Are high voltage glove inspections up-to-date?
 Is all required PPE worn and procedures established when working on high voltage (600 Volts and above)?
 Have employees received required training for PPCE use? Is PPCE clean and in good condition?
 Are eye or noise hazard areas properly posted?

ELECTRICAL

- Are breaker boxes and panel boards accessible and labeled? Are power panel boxes and disconnects unobstructed?
 Are outlets and switches operational?
 Are interlocks functional?
 Are lockout-tagout procedures used when required?
 Are cables, extension cords, equipment & fixture cords are removed from service if:
 ... frayed or spliced?
 ... showing exposed wires?
 Are extension cords protected and covered by runners when in walkways?
 Do ground fault circuit interrupters function properly?
 Were electrical outlets randomly inspected with testers?

HAZARDOUS MATERIALS

- Are SDS sheets available?
 Are hazardous materials containers stored properly?
 Are questioned employees familiar with SDS's, does the section have a written HAZCOM program?
 Is hazardous material stored properly?
 Are flammable storage lockers clean and orderly?
 Is gasoline properly stored only in approved safety cans?
 Are spill containment materials on hand and accessible?
 Are warning signs & labels posted properly?
 Are power tools properly grounded and have ground pin?
 Are cords or plugs frayed or have defective wiring removed from service?
 Are emergency stops labeled and checked?
 Is certification for material handling equipment, fork lifts, hand jacks, overhead cranes, etc current?
 Are guards and safety features in place on machinery?

- _____ Are openings over 1/2" on fan blade covers guarded?
- _____ Are the surfaces on abrasive wheels kept dressed off flat?
- _____ Are work rests on grinding machines adjusted so opening is less than 1/8 inch to prevent jamming?
- _____ Are rotating parts of machinery properly guarded?

FIRE PROTECTION

- _____ Are fire evacuation plans posted?
- _____ Is there a plan to evacuate persons with disabilities?
- _____ Are employees familiar with fire evacuation plans and have they been practiced in the work areas?
- _____ Are fire extinguishers hung, posted, and unobstructed?
- _____ Are emergency phone numbers posted?
- _____ Are emergency exits marked and unobstructed?
- _____ Is emergency lighting available and operational?
- _____ Is there a minimum clearance of 18" between overhead sprinklers and materials stored or positioned beneath them?

FIRST AID FACILITIES

- _____ Are emergency eyewash & showers available and posted?
- _____ Are eye washes flushed and checked weekly?
- _____ Are first-aid kits available?
- _____ Are first-aid providers identified?
- _____ Are the nozzles on emergency eye wash units protected from airborne contaminants with approved dust cap covers, do portable eyewash units provide 15 Minutes of continuous flow?

MISCELLANEOUS

- _____ Are portable ladders properly stored and inspected?
- _____ Are compressed gas cylinders secured properly?
- _____ Are monthly safety meetings held and documented?
- _____ Are safety SOPs available for review?
- _____ Is required safety training up-to-date?
- _____ Do employees know the procedures for reporting unsafe or unhealthful working conditions?
- _____ Are blank copies of DA Form 4755, Employee Report of Alleged Unsafe or Unhealthful Working Conditions, located in areas convenient to all workplaces?
- _____ Are ergonomic practices in place where possible?
- _____ Are all potential microwave/RF transmission hazards monitored properly?
- _____ Are Job Hazard Analysis available in the work area?
- _____ Are Accident Reporting procedures posted on Safety Information Boards?

Forward completed checklist to: usarmy.bavaria.imcom-europe.list.safety@mail.mil

NLT 10 working days after the inspection