

**Facility Location:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**By:** \_\_\_\_\_

<b>1. Housekeeping</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Floors, stairwells, work areas, generally clean and free of tripping hazards & debris.			
b. Spills are cleaned promptly.			
c. Absorbent materials disposed timely/properly.			
d. Floors, stairs and handrails maintained and in good repair.			
e. Floors kept clear from parts & tools.			
f. Parts & tools placed in proper storage or salvage bins.			
g. Floors free from grease/oil build up.			
h. Oily waste rags and similar combustibles stored in approved, self closing metal containers.			
i. Electrical panels accessible and closed.			

<b>2. Flammable/Combustible Liquids</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Drums and small containers properly labeled.			
b. Drums used for dispensing are grounded & containers bonded to drum.			
c. Drip pans provided for drums in use.			
d. Small containers of flammable liquids stored in flammable liquid storage cabinets when not being used.			
e. No Smoking/No Open Flames signage posted.			

<b>3. Hazardous/Industrial Waste &amp; Raw Materials Storage Areas</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Sealed spill kits are kept at all areas where chemicals and petroleum product is stored, stolen and handled.			
b. Raw material drums labeled with contents.			
c. Hazardous waste drums in Hazardous Waste Storage Area are properly labeled with (1) drum contents (2) the words Hazardous Waste" and (3) accumulation start date.			
d. All drums/containers containing solvent are kept closed.			
e. All drums are stored on approved spill containment skids/pallets or in an area with a six-inch containment berm.			
f. Contents of drums intact.			
g. Properly designated storage areas are neat and orderly.			
h. Storage areas kept free from other materials/equipment.			
i. The appropriate spill containment & control materials available.			
j. Drums stored outside are properly covered.			
k. NO SMOKING/NO OPEN FLAMES signage posted.			

<b>4. Fire Safety</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Fire extinguishers are in place, mounted and labeled.			
b. Fire extinguishers unobstructed and identified.			
c. Fire extinguishers fully charged with safety pin, seal and nozzle in place (monthly inspection). Inspection tags up to date.			
d. Sprinkler heads are unobstructed.			

**SFM TA M O N T H L Y F A C I L I T Y S A F E T Y I N S P E C T I O N C H E C K L I S T**

e. Fire doors operable, unobstructed, unlocked, self-closing with positive latching.			
f. Space underneath stairwells clear.			

<b>5. Grinding</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Tongue guards, work rests & eye shields present & properly adjusted.			
b. Dust collectors connected.			
c. Proper materials being grinded.			
d. Operator wearing safety glasses/goggles.			

<b>6. Personal Protective Equipment (PPE)</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Approved protective goggles aprons, shields etc, are worn where there is a risk of cuts and chemical contact.			
b. Approved safety glasses/goggles worn at all times where there is a risk of eye injuries.			
c. Approved safety vests used in required areas.			
d. Approved hearing protection used in required areas.			
e. Approved protective gloves, aprons, shields etc., are worn where there is a risk of cuts and contact with chemicals.			
f. Approved hard hats (no bump caps) are worn where danger from overhead objects exists.			
g. Hard hats are free from damage and holes drilled in the shell for attachments.			
h. Approved safety shoes are worn where there is a risk of foot injuries.			
i. Personnel required to use respirators are respirator qualified.			
j. Eyewash facilities/quick drench showers are clean, water flows clear and fully operational with unobstructed access.			
k. Fall Protection System used and in working order, inspected as required.			

<b>7. Emergency Egress</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Exits are marked with an illuminated exit sign.			
b. Exits doors & emergency exit ways including aisles are unblocked or otherwise unobstructed and open from direction of egress.			
c. Emergency egress routes free of obstructions.			

<b>8. Compressed Gases</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Cylinders legibly marked to clearly identify contents.			
b. Oxygen & acetylene cylinders stored separately, upright and secured.			
c. Cylinders capped when not in use.			

<b>9. Welding</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Flammable/Combustible materials removed from welding area.			
b. Welding screens properly positioned.			
c. Fire guard with fire extinguisher properly positioned.			
d. Local ventilation equipment such as fume extractor used where required.			
e. Appropriate PPE used (PPE may include welding helmets welding goggles and welding leggings, sleeves, aprons and jackets).			

**SFM TA MONTHLY FACILITY SAFETY INSPECTION CHECKLIST**

<b>10. Automatic Defibrillators</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Flashing Light.			
b. Access not blocked.			
c. Posted signage.			

<b>11. Forklift Operations</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. One operator on the forklift-no passengers.			
b. Lights, horns& backups alarms function properly on all powered industrial trucks/equipment.			

<b>12. Ventilation</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Tail pipe exhaust hoses in working condition.			
b. Tail pipe exhaust hoses being used (during repair).			
c. Buses allowed to idle 3 minutes or less.			

<b>13. Bus Lifting, Safety Stands and Nets</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Maintenance performs checks for proper alignment of bus on lift prior to lift.			
b. Bus lifted on an even plane.			
c. Safety latches or pins used.			
d. Lifted bus supported by safety stands meeting requirements.			
e. Safety stands in good repair.			
f. Safety nets up when pit not in use.			
g. Safety nets in good repair.			

<b>14. Tanks and Alarm Panels</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Overfill containment.			

<b>15. Miscellaneous</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Battery rooms have low flow nozzles and drain mats.			
b. Safety Kleen parts cleaning tank lids are kept closed (solvent only).			

**Comments**