|  |  |
| --- | --- |
| Date |  |
| Location |  |
| Completed by |  |

| OK = Satisfactory | AN = Action Needed | N/A = Not Applicable | **OK** | **AN** | **N/A** |
| --- | --- | --- | --- |
| 1 | Walking-working surfaces are kept clean, orderly, and in a sanitary condition. |[ ] [ ] [ ]
| 2 | Wet surfaces are covered with non-slip materials or where wet processes are used, drainage is maintained and where feasible, false floors, platforms, and mats are provided. |[ ] [ ] [ ]
| 3 | Holes in the floor, sidewalk, and other walking-working surfaces are repaired properly, covered, and otherwise made safe. |[ ] [ ] [ ]
| 4 | Walking-working surfaces, including stairways, do not have hazards like sharp or protruding objects, loose boards, corrosion, leaks, spills, snow, or ice. |[ ] [ ] [ ]
| 5 | Material and equipment is stored in such a way that does not interfere with walkways. |[ ] [ ] [ ]
| 6 | Spilled materials are cleaned up immediately. |[ ] [ ] [ ]
| 7 | Aisles and walkways that pass near moving or operating machinery, welding operations, and similar operations are arranged so workers are not subjected to potential hazards. |[ ] [ ] [ ]
| 8 | Adequate headroom is provided for the entire length of aisles, walkways, and stairways. |[ ] [ ] [ ]
| 9 | Guardrails are provided when aisle, walkway, and stairway surfaces are elevated more than 4’ above any adjacent floor or the ground. |[ ] [ ] [ ]
| 10 | Walking-working surfaces are inspected regularly and maintained in a safe condition. |[ ] [ ] [ ]
| 11 | Hazardous conditions on walking-working surfaces are corrected or repaired before workers use the surface again. |[ ] [ ] [ ]
| 12 | Workers are provided with a safe means of access to and egress from walking-working surfaces. |[ ] [ ] [ ]
| 13 | All walking-working areas are adequately illuminated. |[ ] [ ] [ ]
| **ELEVATED SURFACES** |
| 14 | Workers working on surfaces that are elevated more than 4’ above a lower level are protected from falling by guardrail systems, safety net systems, or personal fall protection systems. |[ ] [ ] [ ]
| 15 | Toeboards, screens, or guardrails are erected to prevent objects from falling to lower levels. |[ ] [ ] [ ]
| 16 | Canopy structures are erected under elevated surfaces and potential falling objects are kept from the edge or hole, or the areas where objects could fall are barricaded and entrance into those areas is prohibited. |[ ] [ ] [ ]
| 17 | Workers exposed to potential falling objects wear appropriate PPE, such as head protection. |[ ] [ ] [ ]
| 18 | Material on elevated surfaces is piled, stacked, or racked in a manner to prevent it from tipping, falling, collapsing, rolling, or spreading. |[ ] [ ] [ ]
| **FLOOR HOLE AND WALL OPENINGS** |
| 19 | Floor holes are guarded by a cover, a guardrail, or equivalent on all sides (except at stairways or ladder entrances). |[ ] [ ] [ ]
| 20 | Toeboards are installed around the edges of permanent floor holes where persons may pass below the hole. |[ ] [ ] [ ]
| 21 | Covers including skylight screens, are able to withstand, without failure, twice the maximum intended load that may be imposed on the cover at any one time. |[ ] [ ] [ ]
| 22 | Grates or similar type covers over floor holes, such as floor drains, are designed to allow unimpeded foot traffic and rolling equipment. |[ ] [ ] [ ]
| **STAIRS AND STAIRWAYS** |
| 23 | Stair rail systems and handrails are provided on all stairways having at least four risers. |[ ] [ ] [ ]
| 24 | Standard stairs are at least 22” wide and angled between 50 and 30 degrees. |[ ] [ ] [ ]
| 25 | Stair riser heights and tread depths are uniform between landings. |[ ] [ ] [ ]
| 26 | Steps are slip-resistant. |[ ] [ ] [ ]
| 27 | Stairway handrails are located between 30” and 38” above the leading edge of stair treads. |[ ] [ ] [ ]
| 28 | Stairway handrails have at least 2.25” of clearance between the handrails and other object, including the wall they are mounted on. |[ ] [ ] [ ]
| 29 | Stairway handrails are capable of withstanding a load of 200 pounds, applied within 2” of the top edge in any downward or outward direction. |[ ] [ ] [ ]
| 30 | Stairway landings and platforms are at least equal to the width of the stairway and at least 30” in depth, as measured in the direction of travel. |[ ] [ ] [ ]

|  |
| --- |
| Action Needed Items and Additional Notes: |
|  |

*This document may not be comprehensive for the requirements of the workforce or facility being evaluated. Weeklysafety.com does not assume liability for damage or injury presumed to be caused by use of this document. Use of this document does not guarantee conformity with any laws or regulations, nor does it ensure absolute workplace safety.*