**WAREHOUSE SAFETY CHECKLIST**

**NAME:              \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
**LOCATION:     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
**DATE:               \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**YES      NO**
                           **AISLES**

\_\_\_\_    \_\_\_\_   1. Are aisles properly marked?
\_\_\_\_    \_\_\_\_   2. Do you maintain the standard width of aisles?
\_\_\_\_    \_\_\_\_   3. Are aisles clear of obstructions?
\_\_\_\_    \_\_\_\_   4. Do you maintain cleanliness?
\_\_\_\_    \_\_\_\_   5. Is there adequate housekeeping?
\_\_\_\_    \_\_\_\_   6. Is there adequate drainage?
\_\_\_\_    \_\_\_\_   7. Are floors and surfaces clean and free of obstruction and slippery materials?

                           **STAIRS**

\_\_\_\_    \_\_\_\_   1. Are stair railings height 30”-34” above surface?
\_\_\_\_    \_\_\_\_   2. Are hand rail provided on stairs with 4 or more risers?
\_\_\_\_    \_\_\_\_   3. Are risers in proper and uniform height?
\_\_\_\_    \_\_\_\_   4. Are standard railings provided on stairway floor opening?

\_\_\_\_    \_\_\_\_   5. Are railings in place and secured?

                          **EXITS**

\_\_\_\_    \_\_\_\_   1. Are there enough building exits?
\_\_\_\_    \_\_\_\_   2. Are there signs posted on exits?
\_\_\_\_    \_\_\_\_   3. Are there power supplies for emergency use?
\_\_\_\_    \_\_\_\_   4. Are exit signs and hallways well lighted and in proper standards?
\_\_\_\_    \_\_\_\_   5. Are exits unlocked?

                           **LADDERS**

\_\_\_\_    \_\_\_\_   1. Are fixed ladders enclosed with cage or basket guard?
\_\_\_\_    \_\_\_\_   2. Are ladders equipped with safety shoes?
\_\_\_\_    \_\_\_\_   3. Are there no splinters or sharp edges on ladders?
\_\_\_\_    \_\_\_\_   4. Are step ladders no longer than 20’?
\_\_\_\_    \_\_\_\_   5. Can scaffolding support the maximum intended load safely?

                       **AIR EMISSIONS**

\_\_\_\_    \_\_\_\_   1. Are warning signs posted in areas where carbon monoxide might be present?

                      **POSTINGS**

\_\_\_\_    \_\_\_\_   1. Is the poster of OSHA 2203 posted properly?
\_\_\_\_    \_\_\_\_   2. Is the poster of EEOC’s American with Disabilities posted properly?
\_\_\_\_    \_\_\_\_   3. During February, do you post the injury and illness reporting form?
\_\_\_\_    \_\_\_\_   4. Do areas where OSHA violations occurred display the citation?

                       **WORK ENVIRONMENT**

\_\_\_\_    \_\_\_\_   1. Is lighting adequate in all work areas?
\_\_\_\_    \_\_\_\_   2. Are acceptable noise levels maintained?
\_\_\_\_    \_\_\_\_   3. Are exhaust stacks and air intakes located away from potential sources of contamination?

**MATERIAL HANDLING**

\_\_\_\_    \_\_\_\_   1. Is there safe clearance from equipment?
\_\_\_\_    \_\_\_\_   2. Are passages marked and clear of obstruction?
\_\_\_\_    \_\_\_\_   3. Is daily inspection maintained for mechanical equipments or vehicles?
\_\_\_\_    \_\_\_\_   4. Are vehicles inspected/turned on-off before and after use/loading?
\_\_\_\_    \_\_\_\_   5. Are materials stored securely and are they in stable condition?
\_\_\_\_    \_\_\_\_   6. Are bridge plates used for vehicles and docks operation?
\_\_\_\_    \_\_\_\_   7. Are movements of trucks and trailers secured during operations?

**FIRE PROTECTION**

\_\_\_\_    \_\_\_\_   1. Are fire extinguishers accessible?
\_\_\_\_    \_\_\_\_   2. Are fire extinguishers in good condition and inspected regularly?
\_\_\_\_    \_\_\_\_   3. Are emergency numbers posted on the phone?
\_\_\_\_    \_\_\_\_   4. Is there and adequate amount of containers for flammable materials, rags and waste disposal?
\_\_\_\_    \_\_\_\_   5. Do sprinkler heads have a clearance of 18”?

                           **PERSONAL PROTECTIVE EQUIPMENT**

\_\_\_\_    \_\_\_\_   1. Are hard hats provided and worn when necessary?
\_\_\_\_    \_\_\_\_   2. Are hard hats in good condition?
\_\_\_\_    \_\_\_\_   3. Is foot protection provided when necessary?