

Michigan Municipal Workers' Compensation Fund
Safety and Health Resource Manual

Safety Inspection Checklist

Facility: _____ **Date:** _____

This list is intended only as a reminder. Look for other unsafe acts and conditions and then report them so that corrective action can be taken. Note particularly whether unsafe acts or conditions that have caused accidents have been corrected. Note also whether potential accident causes, marked "X" on previous inspection, have been corrected.

Indicates *Satisfactory*

Indicates *Unsatisfactory*

1. FIRE PROTECTION

- Extinguishing equipment
- Standpipes, hoses, sprinkler heads & valves
- Exits, stairs and signs
- Storage of flammable material

2. HOUSEKEEPING

- Aisles, stairs and floors
- Storage and piling of material
- Wash and locker rooms
- Light and Ventilation
- Disposal of Waste
- Yards and parking lots

3. TOOLS

- Power tools, wiring
- Hand tools
- Use and storage of tools

4. PERSONAL PROTECTIVE EQUIPMENT

- Goggles or face shields
- Safety shoes
- Gloves
- Respirators or gas masks
- Protective clothing

5. LIFTING/TRANSFERRING

- Proper Lifting Techniques
- Vehicle lifts
- Mechanical or electrical lifts

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6. BULLETIN BOARDS

- Neat and attractive
- Display changed regularly
- Well illuminated.....

7. MACHINERY

- Point of operation guards
- Belts, pulleys, gears, shafts, etc.
- Oiling, cleaning and adjusting
- Maintenance and oil leakage.....

8. UNSAFE PRACTICES

- Excessive speed of vehicles
- Improper lifting
- Smoking in danger areas
- Horseplay
- Running in aisles or on stairs
- Improper use of air hoses
- Removing machine or other guards
- Work on unguarded moving machinery

9. FIRST AID

- First aid kits and rooms
- Stretchers and fire blankets
- Emergency showers
- All injuries reported

10. MISCELLANEOUS

- Acids and caustics
- New processes, chemicals and solvents
- Dusts, vapors, or fumes.....
- Ladders and scaffolds

Signed: _____