

Industrial Facility Health and Safety Inspection



Inspection Criteria	Status / Observations / Recommendations / Action Required	Photo
Area/Item		
Description		
GENERAL		
Illumination adequate:		
Room secured (sign-in required):		
Bay doors and dock plates in good repair:		
Fire extinguishers accessible and tested for use:		
Complies with accessibility requirements:		
No Smoking Stickers on entrance to washrooms (By-Law):		
First aid station in compliance, stocked, and inspected:		
Roof access secured (sign-in required):		
Staircase free of debris and conforms to building code specifications:		
Air quality acceptable:		
Ventilation adequate:		
Charging Stations in good repair:		
Fence secure and in good repair:		
Fleet vehicles properly parked and in good repair:		
Roof in good repair:		
Roof access secured (sign-in required):		
Designated parking spots free and signed:		
Common areas clear of obstruction and accessible:		
HOUSEKEEPING		
Waste materials are placed into proper waste containers and emptied when necessary:		
Common areas clear of obstruction and accessible:		

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Locker tops free of debris:		
Washroom / change rooms maintained and in good order:		
Furniture and appliances cleaned and maintained:		
Filing cabinets in good order and not obstructing pathway:		
Material / products properly stored:		
SIGNAGE AND BULLETINS		
Compactor instructions posted and manual available:		
Emergency telephone numbers posted:		
First aid attendants posted:		
Workplace health and safety committee member names and contact information posted:		
Copy of the Ontario Occupational Health and Safety Act and Industrial Regulations posted:		
Health and Safety Policy posted:		
Workplace Violence Prevention Policy posted:		
Ontario WSIB "In Case of Injury at Work" poster present:		
Ontario Ministry of Labour "Health and Safety at Work" poster present:		
Site Health and Safety Assessment Reports posted:		
Recent Workplace Health and Safety Inspection posted:		
Recent Workplace Health and Safety Committee Minutes posted:		
Schedule for Workplace Health and Safety Committee Meetings and Inspections posted:		
Work Refusal Flow Chart Procedure posted:		

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Environment Information posted:		
WHMIS Pictogram Poster present:		
Emergency Preparedness Program posted:		
Heat Stress Program posted:		
Safety tips posted:		
Preparation table posted:		
Authorized users posted on unit or wall:		
WALKING SURFACES		
Work surfaces free from tripping and slipping hazards:		
Hallways / Laneways clear from obstruction:		
Grass area maintained:		
Parking and pavement conditions in good repair:		
FIRE ESCAPE		
Exit signs clearly visible and maintained in a clean and legible condition:		
Any door or passage likely to be mistaken for an exit identified by a NO EXIT sign:		
Assembly Area 'A' and 'B' Signs erected and visible:		
Emergency exits clear of obstruction:		
MATERIAL HANDLING		
Safety devices in place (pylons to protect QC employees):		
Lift truck operators driving safely and in possession of proper class wallet card:		
Lift truck properly parked when not in use:		
Wearing tethers as required (Order Pickers & Turret Trucks):		

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Proper storage of documents and supplies:		
Hand carts in good working order:		
Trailer wheels chocked:		
ELECTRICAL EQUIPMENT		
Electrical sources and devices in good repair and properly grounded:		
Breakers in electrical cabinets are accurately labelled:		
Electrical cabinets are kept closed:		
Electrical cabinets and wall-mounted switches have a clear space in front of at least 1m:		
Extension cords are not laid on surfaces or over objects to create a hazard:		
Extension cords are not used as permanent wiring for industrial machinery:		
Disconnect switches for equipment labelled to identify their function:		
Electrical conduits are not used to support hangars or to hang other objects:		
Electrically powered tools and equipment have CSA or ESA or Hydro One approval stickers:		
HAZARDOUS MATERIALS		
Emergency shower and eye wash station available:		
Personal protective equipment available and in good repair:		
Chemical materials properly stored:		
Gas cylinders (propane) properly stored:		
OTHER EQUIPMENT		
First aid station in compliance, and inspected:		

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Compressor maintained and working in good order:		
Hand pump trucks in good working order:		
Tape machine in good working order and includes appropriate safety devices:		
ADDITIONAL HAZARD		

CERTIFICATION STATEMENT

I hereby certify that, to the best of my knowledge, the provided information is true and accurate.

Print name:

Signature:

Date:
