



# Facility Safety Review

**Facility:** \_\_\_\_\_

**Score:** \_\_\_\_\_

**Date:** \_\_\_\_\_

<b>Abrasive Wheel Grinder Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Is the work rest present and kept within 1/8 inch of the wheel?	2	
2. Is the tongue on the topside of the grinder present and kept within 1/4 inch of the wheel?	2	
3. Do the side guards cover the spindle, nut, flange, and 75% of the wheel diameter?	2	
4. Are bench and pedestal mounted grinders permanently mounted?	1	
5. Is proper eye protection available, maintained in good condition, and used?	2	
6. Is cleanliness maintained around the grinders?	1	
<b>Building Services Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Do entrance doors open and close properly?	2	
2. Are floor tiles clean, dry, without tripping hazards, and missing tiles?	2	
3. Are windows clean and unbroken?	1	
4. Are walls clean, free of mold or mildew stains, and without holes?	2	
5. Are ceilings clean, free of mold or mildew stains, tiles in place, and in good condition?	1	
6. Air vents are clean, free of mold or mildew stains, or excessive dust?	2	
7. Area is free of foul odors?	1	
8. Area is free of insects or other pests?	1	

<b>Chemical Storage &amp; Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are all chemical containers (original or secondary containers) labeled properly?	1	
2. Are all chemical containers in good condition (e.g., free of damage labels, rust, cracked, chipped, etc.)?	2	
3. Are all chemical containers securely closed when not in use?	2	
4. Are all chemical storage cabinets clearly labeled (e.g., flammable, corrosive, etc.)?	1	
5. All are chemical storage areas are free of ignition sources?	2	
6. Are flammable liquids stored in approved safety cans?	1	
<b>Compressed Air &amp; Compressed Gas Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are all air compressors are equipped with pressure gauges and pressure relief valves?	2	
2. Are all compressed air piping, hoses, and fittings in good condition?	2	
3. Are all air compressors used for machine and/or parts cleaning 30 psi or less?	2	
4. Are all air compressors used for machine and/or parts cleaning equipped with nozzles with chip/particle deflection devices?	1	
5. Are all compressed gas cylinders properly secured with straps or chains to prevent tipping/falling?	2	
6. Are no more than 3 compressed gas cylinders tethered together (must be in a row) or appropriately racked?	1	
7. Are all compressed gas cylinders segregated by compatibility?	2	
8. Are all compressed gas cylinders legibly marked as to their contents?	1	
9. Are all compressed gas cylinders stored away from high heat, flames, etc.?	2	
10. Are protective caps in placed when compressed gas cylinders are not in use?	2	
11. Are all liquefied gas cylinders (acetylene) stored and transported valve-end up?	3	
12. Are the proper type of regulators used for the type of compressed gas cylinder present?	1	
13. Are all compressed gas cylinders lacking obvious defects, leaks, damage, etc.?	2	

<b>Compressed Air &amp; Compressed Gas Safety</b>	<b>Point Value</b>	<b>Result</b>
14. Are all empty compressed gas cylinders labeled "Empty", valves closed, protective caps installed, and stored separately?	1	
15. Are oxygen and acetylene compressed gas cylinders separated by 20 feet when not in use?	1	
<b>Computer Room Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are combustible materials stored in enclosed metal cabinets?	2	
2. Is combustible waste, e.g., trash containers, cardboard boxes, etc., not stored in the space?	2	
3. Is the area free of flammable and/or combustible liquids?	2	
4. Is the raised floor free of unsealed cable holes?	2	
5. Is access to the fire suppression system unobstructed?	1	
6. Do doors to the computer room seal completely when closed?	1	
<b>Electrical Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Extension cords are not used as permanent power?	2	
2. Extension cords and surge protectors are not "daisy-chained" one to another?	2	
3. Electrical cords are not run under carpets/rugs, through doorways, or across high traffic areas?	1	
4. Multi-plug adapters, such as cube adapters, are not used as permanent power?	1	
5. Power cords are in good condition with no splices or broken insulation?	2	
6. Grounding prongs are not removed from 3-way plugs?	1	
7. Outlet, switch, and junction box covers are in place and in good repair?	2	
8. Electrical panels are unobstructed?	2	
9. GFCI outlets are installed within 60 inches of a water source?	2	
10. Lighting is working properly for service equipment areas, motor control centers, and electrical panelboards?	1	
11. Electrical room are labeled with a plainly visible and legible sign stating, "ELECTRICAL ROOM"?	1	
12. Electrical rooms are free of combustible materials?	3	
13. Surge protectors are UL listed in accordance with UL 1363?	1	

<b>Electrical Safety</b>	<b>Point Value</b>	<b>Result</b>
14. Electrical motors are free from excessive accumulations of oil, dirt, waste, and debris?	1	
15. Energized parts, circuits, and equipment are guarded against accidental contact?	2	
16. All wiring is in conduit, flex, or wire molding?	2	
17. "Blanks" are in place in open slots of electrical panels?	1	
<b>Fire Prevention &amp; Protection</b>	<b>Point Value</b>	<b>Result</b>
1. Fire extinguishers are properly mounted?	1	
2. Fire extinguishers are charged appropriately "in the green"?	2	
3. Fire extinguishers are inspected annually?	1	
4. Access to fire extinguishers are unobstructed?	2	
5. Fire doors are not propped open?	3	
6. Oily/greasy rags are placed in proper self-closing oily rag containers?	2	
7. Combustible materials are not stored within 18" of the ceiling in a sprinklered building?	2	
8. Combustible materials are not stored within 24" of the ceiling in a nonsprinklered building?	2	
9. Fire alarm panel is "clear", showing no troubles, etc.?	1	
10. Fire alarm devices are all accessible and apparently in good working order?	2	
11. Fire alarm system is inspected annually?	1	
12. Access to the fire sprinkler room is unobstructed?	1	
13. Fire sprinkler system is inspected annually?	1	
<b>General &amp; Miscellaneous Safety</b>	<b>Point Value</b>	<b>Result</b>
1. All areas are properly illuminated? Lightbulbs are working properly?	2	
2. Work areas are clean, sanitary, and orderly?	1	
3. Work areas are free of excessive combustible materials?	1	
4. Work areas are free of excessive combustible dusts?	3	
5. Work area is properly ventilated for type of equipment or chemicals in use?	2	

<b>General &amp; Miscellaneous Safety</b>	<b>Point Value</b>	<b>Result</b>
6. Temperature and humidity seem to be within acceptable ranges?	1	
7. Combustible materials are not stored within 3 feet of a hot water heater?	2	
<b>Hoist, Crane, &amp; Sling Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Is the hoist and/or crane's rating logo legibly marked and visible to the operator?	2	
2. Are hoist and/or crane controls clearly marked to indicate direction of travel or motion?	2	
3. Does the hoist and/or crane drum have a minimum of 2 wraps at the lowest range of motion?	2	
4. Are the hoist and/or crane chains, ropes (cables), and hooks in good condition?	2	
5. Are slings permanently marked or coded to indicate the rated capacity?	1	
6. Are hoists, cranes, and slings inspected according to the manufacturer's guidelines?	1	
<b>Ladders &amp; Scaffolding Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are portable ladders in good condition?	1	
2. Are fixed ladders, accessible to the public, secured from unauthorized use?	1	
3. Do fixed ladders, over 24 feet, have cages, wells, or fall arrest systems?	3	
4. Do fixed ladders extend 3 feet beyond the roof top?	1	
5. Are fixed ladders and scaffolding free of oil, grease, and other slipping hazards?	1	
6. Is scaffolding rated and used for the intended loads?	1	
7. Are toe board installed on scaffolding when tools, parts, etc., are used?	2	
<b>Machine Guarding &amp; Mechanical Room Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are mechanical rooms marked with a plainly visible and legible sign stating, "MECHANICAL ROOM"?	1	
2. Are rotating or moving parts (chains, gears, belts, etc.) are properly guarded?	2	
3. Is equipment and machinery kept clean and properly maintained?	1	

<b>Outside Building &amp; Ground Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Is debris removed from walkways?	2	
2. Is debris removed from exit doors?	2	
3. Are sidewalks around the building in a safe condition, e.g., free of trip and/or fall hazards?	2	
4. Do ramps and exterior walkways have non-slip surfaces present and in good condition?	2	
5. Does the exterior of the building appear to be in good condition?	2	
6. Is the fire department connection for the sprinkler system and/or the standpipe system for the building accessible and unobstructed?	2	
7. Is a fire department connection sign posted for the FDC?	1	
8. Is the fire hydrant accessible (is there a 3-foot clear radius around the fire hydrant) and unobstructed?	2	
9. Does the pumper outlet for the fire hydrant face the fire access lane?	1	
<b>Safety Equipment</b>	<b>Point Value</b>	<b>Result</b>
1. Are the eyewash stations working properly?	2	
2. Are the eyewash stations accessible and unobstructed?	2	
3. Are the safety showers accessible and unobstructed?	2	
4. Are eyewash stations inspected annually?	1	
5. Are safety showers inspected annually?	1	
6. Are emergency buttons working properly?	3	
<b>Space Heater Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are space heaters UL listed and labeled?	1	
2. Are space heaters plugged directly into a wall outlet?	3	
3. Are space heaters unplugged when unsupervised?	3	
<b>Tools &amp; Equipment Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are all tools and equipment used in the workplace in good working order?	2	
2. Are tools, grinders, saws, etc., provided with appropriate safety guards?	2	
3. Are constant pressure switches on tools, which will shut off power when released, working properly?	2	

<b>Tools &amp; Equipment Safety</b>	<b>Point Value</b>	<b>Result</b>
4. Are all electrical tools and equipment grounded or of double insulated construction?	2	
<b>Walkways, Stairs, &amp; Exits Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are corridors and exits free and clear of all obstructions, with furniture arranged to provide easy access to the exits?	3	
2. Do exit doors swing in the path of travel with panic hardware properly attached and in good working order?	3	
3. Are exit doors able to be opened from the inside without special knowledge or key?	3	
4. Are doors, which can be confused for exits, but do not lead to exits, labeled "NOT AN EXIT"?	2	
5. Are exit signs functioning properly?	3	
6. Are emergency lights functioning properly?	3	
7. Do stairs with 4 or more risers have stair rails or handrails installed and are in good condition?	2	
8. Are stair treads installed on stairwells and in good condition?	2	
<b>Welding, Cutting, &amp; Brazing Operation Safety</b>	<b>Point Value</b>	<b>Result</b>
1. Are red hoses in place to identify acetylene or other fuel-gas?	2	
2. Are green hoses in place to identify oxygen?	2	
3. Are black hoses in place to identify inert gas or air?	2	
4. Are combustible materials absent from hot work zones?	2	