

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, 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 not longer than 20'? |
| _____ | _____ | 5. Ensure that scaffolding can carry 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 the month of February, do you post the injury and illness reporting form?
- _____ 4. Are areas where violation occurred had OSHA citations displayed?

WORK ENVIRONMENT

- _____ 1. Are lightings adequate on 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. Are safe clearances from equipments maintained?
- _____ 2. Are passages marked and clear of obstructions?
- _____ 3. Are 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 in stable condition?
- _____ 6. Ensure that bridge plates are used for vehicles and docks operations
- _____ 7. Ensure that movements of trucks and trailers are 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. Are there adequate containers for flammable materials, rags and wastes disposal?
- _____ 5. Are sprinkler heads clearance of 18" maintained?

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?