



# Work Area SAFETY CHECKLIST

Name

Date

## General Work Environment

DESCRIPTION	YES	NO
Are the worksites clean and orderly?		
Are work surfaces kept dry or are appropriate means taken to assure the surfaces are slip resistant?		
Are floor mats, platforms or similar protection provided to protect employees from wet floors in processes?		
Are all spilled materials or liquids cleaned up immediately?		
Is combustible scrap, debris and waste stored safely and removed from the worksite promptly?		
Are accumulations of combustible dust routinely removed from elevated surfaces including the overhead structures of buildings?		
Is combustible dust cleaned up with a vacuum system to prevent the dust from going into suspension?		
Is metallic or conductive dust prevented from entering or accumulating on or around electrical enclosures or equipment?		
Are covered metal waste cans used for oily or paint-soaked waste?		
Are waste cans emptied at least daily?		
Are oil and gas-fired devices equipped with flame failure controls that will prevent flow of fuel if pilots or main burners are not working?		
Are the minimum number of toilets and washing facilities provided?		
Are all toilets and washing facilities clean and sanitary?		
Are all work areas adequately illuminated?		
Are pits and floor openings covered or otherwise guarded?		
Is smoking permitted in designated "safe areas" only?		
Are NO SMOKING signs prominently posted in areas containing combustibles and flammables?		
Do all employees know what to do in emergencies?		
Are emergency telephone numbers posted?		

## Exits or Exit Routes

DESCRIPTION	YES	NO
Are all exits marked with an exit sign and illuminated by a reliable light source?		
Are the directions to exits, when not immediately apparent, marked with visible signs?		
Are doors, passageways or stairways, that are neither exits nor access to exits and which could be mistaken for exits, appropriately marked "NOT AN EXIT", "TO BASEMENT", "STOREROOM", etc?		