IDENTIFY POTENTIALLY HAZARDOUS AREAS TO HELP ELIMINATE ACCIDENTS IN YOUR WORKSPACE.

Account	Location				Date
FLOORS		**YES**	**NO**	**N/A**	**CORRECTIVE ACTIONS**
Even surfaces (no dips, depressions, etc.)					
Changes in elevation marked					
Free of protrusions (open drawers, etc.)					
Cover plates even with floor, floor grates (no opportunity for footwear catch)					
Clear walkways (free of debris and congestion)					
Dry floors, surfaces					
Mirrors for blind spots					
Rugs, mats, carpet in good repair, flush edges					
Thicker rugs/mats with beveled edges					
Caution signs used in wet areas					
Electrical cords located out of the way					
Materials stored properly					
Adequate lighting					

ELEVATED SURFACES	YES	NO	N/A	CORRECTIVE ACTIONS
Adequate fall protection (rails 42 inches in height)				
Midrail for fall protection				
4-inch toeboards for balconies, mezzanines				
Fixed means of access (ladders or stairs)				
Handrails in place				
Secured handrails				
Stable storage (boxes, crates)				
Capacity load marked				
Use of dock boards or bridge plates when transferring				
Chain/railing in place when overhead door is open				
Chocks used before entry into trailers/trucks				
Adequate lighting				

STAIRS	YES	NO	N/A	CORRECTIVE ACTIONS
Free of protrusions				
Carpeting in good repair (not loose or worn)				
Slip-resistant steps and secured nosing				
Uniform tread and riser				
Handrail (4 or more risers), 30-34 inches in height				
Adequate clearance (3 inches) of handrails from wall				
Mirrors for blind spots				
Adequate lighting				

EXTERIOR	YES	NO	N/A	CORRECTIVE ACTIONS
Traffic flow adequate				
Parking lot surface free of upheavals, cracks, depressions and potholes				
Free of gravel and debris				
Parking stops marked				
Speed bumps marked				
Curbs marked				
Handicap ramps marked				
Sidewalks even				
Walking surfaces free of slippery spots (oil, grease)				
Walking surfaces free of water puddles				
Adequate lighting				

E-COMP NOW!
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