

## Shop Self-Inspection Checklist

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Inspected by: \_\_\_\_\_

Location: \_\_\_\_\_

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

- \_\_\_\_\_ Exits and isles are clear and free of obstructions.
- \_\_\_\_\_ Fire extinguishers are mounted and monthly inspection date is current.
- \_\_\_\_\_ Work areas are clean, orderly, and work areas are free of debris.
- \_\_\_\_\_ Appropriate personal protective equipment is available. Please list the ones used: \_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_ Machinery and equipment is kept clean and properly maintained. Indicate last preventative maintenance:  
Equipment: \_\_\_\_\_ PM date: \_\_\_\_\_  
Equipment: \_\_\_\_\_ PM date: \_\_\_\_\_  
Equipment: \_\_\_\_\_ PM date: \_\_\_\_\_  
Equipment: \_\_\_\_\_ PM date: \_\_\_\_\_
- \_\_\_\_\_ Safety guards are provided and in place over belts, pulleys, chains, and sprockets.
- \_\_\_\_\_ Electrical cords and power lines are grounded and in good condition.
- \_\_\_\_\_ Hazardous waste including rags and oils are in proper container, tagged, and disposed of when full or within 9 months of date generated.
- \_\_\_\_\_ Floors are clean and free of dust, wood chips, and liquids.
- \_\_\_\_\_ Broken or temporary out of service equipment is labeled "Do Not Use."
- \_\_\_\_\_ Compressed gas cylinders are separated by class and secured top and bottom.
- \_\_\_\_\_ SDS's and other HAZCOM information is available.

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