

Name of Assessor:	Assisted By:		Date:
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ADMINISTRATIVE		YES	NO	N/A	COMMENTS
1	Is management HSE Policy Statement in place?				
2	Are safe Job Procedures in place?				
3	Are safety posters displayed?				
4	Are planned safety activities performed? (meetings, Inspections etc.)				
EMERGENCY SITUATION		YES	NO	N/A	COMMENTS
1	Is emergency contact information posted near phones?				
2	Do employees know where muster point is?				
3	Are emergency safety equipment and signs in place (Fire extinguisher, first aid kits etc?)				
4	Are flammable materials over 10 L stored in containers &/Or storage cabinets?				
5	Are first aid responders available?				
6	Are emergency exits free from obstructions?				
SLIP/TRIP/FALL HAZARDS		YES	NO	N/A	COMMENTS
1	Are warning signs posted for wet floors or spills?				
2	Are Anti-slip mats and flooring used where appropriate?				
3	Are external walking, parking, muster areas free of hazards and well maintained?				
4	Are stairways in good repair with handrails and non-slip?				
FIRE SAFETY		YES	NO	N/A	COMMENTS
1	Are portable fire extinguishers of proper type are mounted properly, accessible, and inspected?				
2	Are flammable materials properly stored?				
3	Are "No Smoking" areas designated?				
4	Are combustible debris disposed of regularly?				
5	Are smoke/heat detectors functional and inspected?				
6	Are fire alarm system available and functional?				
ELECTRICAL SAFETY		YES	NO	N/A	COMMENTS
1	Do electrical panels have clear access and marked?				
2	Do outlets, switches and boxes have covers?				
3	Do all extension cords have grounding conductors?				
4	Are emergency stops and critical controls identified?				
HOUSEKEEPING		YES	NO	N/A	COMMENTS
1	Are all work areas clean and orderly?				
2	Are light fixtures adequate and working?				

3	Are waste materials properly disposed?				
4	Are rest rooms clean and plumbing systems in good condition?				
PERSONAL PROTECTIVE EQUIPMENT		YES	NO	N/A	COMMENTS
1	Are PPE requirements signs in place?				
2	Are Hard hat areas designated and enforced?				
3	Are PPE used in good working conditions?				
4	Are workers wearing the correct PPE for their tasks?				
5	Are appropriate PPE available for visitors?				

Additional Comments/Observations