

**SAFETY SELF INSPECTION CHECKLIST**

Building Name/Location: \_\_\_\_\_ Supervisor(s): \_\_\_\_\_

Date of Inspection: \_\_\_\_\_ Inspector(s): \_\_\_\_\_

		Yes	No	N/A	Comments / Resolutions
1	Floors are adequately cleaned.				
2	Floor drains and traps have covers on them and are secured.				
3	Walkways and emergency pathways to exits are kept clear of unnecessary equipment & material.				
4	Work areas adequately illuminated.				
5	All exits are marked with an illuminated exit sign.				
6	Handrails are in good condition.				
7	Weekly eyewash "bump tests" are performed and documented. Immediate area is kept clear at all times.				
8	Fire extinguishers are charged and mounted off the floor.				
9	Powered Industrial Trucks (forklifts & powered pallet jacks) pre-use inspections are performed.				
10	Mirrors on walls are present where powered industrial trucks travel.				
11	Material handling aides (such as carts) are available and in good condition. Cart wheels are being maintained.				
12	Slip-resistant shoes worn by all employees.				
13	Oven mits and pot holders are available and in good condition for handling hot items.				
14	Cut-resistant gloves are available and in good condition for employees using knives and other sharps.				
15	Safeguards are in place to prevent employees from coming in contact with moving parts on equipment. (Ex. Caging for Hobart mixing bowls, Interlocked doors for rack wash).				
16	Damaged tools or equipment that may pose risk of injury are reported to management immediately and removed from service.				
17	No signs of smoking within 50 ft. of propane tank storage areas.				
18	Compressed gas cylinders (Ex. Carbon dioxide for soda machines) properly secured in an upright position and capped when not in use.				
19	Electrical Panels have 36 inches of clearance in front of them at all times.				
20	Extension cords are in good condition and not used to power permanent kitchen equipment.				
21	Partially-used Sterno Gel cans and Butane bottles are disposed into a flammable waste drum.				