

# GARAGE/SHOP SAFETY CHECKLIST

Date inspection conducted: \_\_\_\_\_ Location: \_\_\_\_\_

Name(s) of those participating in this inspection: \_\_\_\_\_

INDICATE EITHER: A = Acceptable/Yes; U = Unacceptable/No; N/A = Not Applicable

PERSONAL PROTECTIVE EQUIPMENT	EMERGENCY/OSHA RELATED ITEMS
Safety glasses and/or goggles available + used?	Emergency phone #'s and evacuation map posted?
Protective eyewear use specified in writing?	Emergency eyewash and/or shower units accessible?
Noise protection provided for loud work?	First aid kit + BBP kit available at work site?
Hand protection used/worn as required?	First aid trained competent person available?
Foot protection worn as required?	Fire extinguishers readily available (not blocked)?
Welding helmet, gloves, apron, and curtain available?	Fire extinguishers inspected monthly/yearly as needed?
Respirator or proper ventilation available?	DOSH poster mounted in prominent location?
Supplies on hand for incidental chemical spills?	Safety bulletin board contains up to date information?

ELECTRICAL SAFETY ISSUES	ELECTRICAL SAFETY ISSUES
GFCI's used for all portable electrical hand tools?	Light bulbs for illumination protected from breakage?
Extension cords rated for hard or extra hard usage? 3 wire marked = S, ST, SO, STO, SJ, SJO, SJT + SJTO	Grounding and or bonding integrity maintained for chemical dispensing?
Certified or listed equipment used per manufacturer?	Electrical cords inspected & have all prongs in tact?
Electrical panels labeled appropriately?	Strain relief in tact for all flexible cords & plug fittings?
Electrical panel knockouts in place?	Pressure washer grounded per NEC requirements?
Electrical panel access requirements maintained?	Double insulated or grounded electric power tools used?

GENERAL SHOP SAFETY & HEALTH ISSUES	HAZARD COMMUNICATION
General housekeeping is neat and orderly?	MSDS openly available to all employees?
Lockout/Tagout used for appropriate tasks?	MSDS inventory contains all items in the garage/shop?
Do all areas have adequate illumination?	All hazardous containers labeled appropriately?
New employees trained on safety procedures?	Flammable liquids are in FM/UL metal safety cans?
Job safety analysis or safe work procedures in writing?	Flammable liquids storage containers labeled properly?
At a minimum, monthly safety inspections done?	Oily rags placed in covered metal containers?
Near-miss/close call reporting system is in place?	Hazardous liquids stored below eye level?

Copy the completed inspection sheet to: \_\_\_\_\_

If marked "U" for unacceptable or no; list the appropriate corrective action on the reverse side

