



OSHA
CHECKLIST
FOR
GENERAL
INDUSTRY

Prepared by the
South Carolina Department of
Labor, Licensing and Regulation

Office of
OSHA Outreach and Education

INTRODUCTION

The standards referenced in this checklist include South Carolina's Safety and Health Standards for General Industry as adopted from 29 CFR (Code of Federal Regulations) Part 1910 under the authority 1-15-210 South Carolina Code of Laws (1976) as amended.

Pursuant to this authority, the Director of Labor, Licensing and Regulation has put into force and made public certain Occupational Safety and Health Standards which are identical to those enforced by the Secretary of Labor, United States Department of Labor. These standards are known as the Occupational Safety and Health Rules and Regulations of the State of South Carolina and have been published as Article VI.

The Office of OSHA Outreach and Education conducts safety and health training programs and seminars at plant sites throughout South Carolina. Training materials, such as this checklist, are used extensively in these programs. A list of programs, materials, and other training information is available upon request.

In addition to these training programs, the Office of OSHA Outreach and Education offers courtesy (consultation) services and technical assistance to S.C. employers in recognizing safety and health hazards and in developing and/or improving their overall safety and health programs. These services are free to private and public sector employers upon request, and no fine or citations are imposed. For more information or to set up an on-site consultation visit, please call (803) 896-7744.

This checklist has been compiled to help employers and employees comply with the Occupational Safety and Health Act of 1970. The questions in this list are based upon Article VI of the S.C. Rules and Regulations (Part 1910 of the Federal OSHA Standards) which contains standards for general industry. This checklist, however, is only a **guide** to be used in conjunction with the OSHA Code of Federal Regulations Part 1910. **Compliance with it does not necessarily assure full compliance with all OSHA standards.**

This checklist is designed in such a manner that a negative answer to any question indicates an area of safety concern. If by using this checklist you should determine that a problem exists, or if a question or concern should develop, please contact:

S.C. DEPARTMENT of LABOR, LICENSING and REGULATION
OFFICE of OSHA OUTREACH AND EDUCATION
121 Executive Center Drive
Suite 230/PO Box 113296
Columbia, SC 29211

Phone: (803) 896-7744

Fax: (803) 896-7750

Email: askscosha@llr.sc.gov

Website: www.schosha.llronline.com

OSHA CHECKLIST FOR GENERAL INDUSTRY

SAFETY AND HEALTH SYSTEMS

The South Carolina Department of Labor, Licensing and Regulation's Office of OSHA Outreach and Education has recognized that companies with effective Safety and Health Systems have reduced injuries and illnesses. This General Industry Checklist will assist employers in Hazard Identification. However, Hazard Identification is only **one** element of an effective Safety and Health System.

There currently is no OSHA regulation requiring employers to establish a Safety and Health System, but the U.S. Department of Labor/OSHA has published Safety and Health Program Management Guidelines (Jan. 26, 1989) for use by employers to prevent occupational injuries and illnesses.

	Yes/No
1. Management Commitment and Planning	
(a) Do you have a written policy and goals?	_____
(b) Do you have a line of accountability?	_____
(c) Do you have resources available?	_____
(d) Does your company have management involvement?	_____
(e) Is coverage provided for contract workers?	_____
2. Hazard Assessment	
(a) Do you conduct a pre-use analysis for new processes, materials, substances, and equipment?	_____
(b) Does your company have a method of conducting a comprehensive survey?	_____
(c) Do you conduct periodic self-inspections?	_____
(d) Do you conduct a hazard analysis?	_____
(e) Is there a system in place for employee notification of hazards?	_____
(f) Is there a procedure for conducting accident/incident investigations?	_____
(g) Is there a medical program in place?	_____
3. Hazard Correction and Control	
(a) Do you have professional expertise available?	_____
(b) Are there procedures for hazard elimination and control?	_____
(c) Have you established a disciplinary system and is it used?	_____

Yes/No

- (d) Do you have an emergency planning and preparedness program? _____
- (e) Do you have a preventive maintenance program? _____
- (f) Is there a system for tracking hazard correction at your facility? _____
- 4. Safety and Health Training _____
 - (a) Do you have ongoing safety and health training? _____
 - (b) Do you have training for new hires, both general and job specific? _____
 - (c) Is there a method in place for tracking the training given? _____
 - (d) Is training provided for management, supervisors, and employees? _____
- 5. Employee Participation _____
 - (a) Are the employees involved in the safety and health program? _____
 - (b) Do the employees participate in safety and health committees? _____
 - (c) Are safety observers, ad hoc safety and health problem solving, safety and health training, job hazard analysis, and contractor safety and health protection considered part of the employee participation? _____
- 6. Safety and Health Program Self-evaluation _____
 - (a) Is an evaluation of the Safety and Health Management Program conducted at least annually? _____
 - (b) Do you document the results and use them to improve upon your program? _____

ADMINISTRATIVE REQUIREMENTS

- 1. S.C. OSHA Records _____
 - (a) Are occupational injury and illness records current?
Subarticle 3, Section 3.02, SCRR _____
 - (b) Are exposure records maintained on employees that have been exposed to toxic substances or harmful physical agents such as asbestos, lead, radiation, etc.?
1910.1001(m)(1), 1910.1020(b) and (d), 1910.1025(n)(1) _____
 - (c) Are required equipment inspection and modification records maintained such as maintenance and inspection records for power presses and cranes?
1910.179(j)(2-3) & 1910.217(e)(1) _____

- 2. First Aid Requirements
 - (a) Are physician-approved first aid supplies on hand?
1910.151(b) _____
 - (b) Are these supplies replenished regularly?
1910.151(b) _____
 - (c) Is a certified first aid attendant available during all hours of establishment occupancy?
1910.151(b) _____
 - (d) Are facilities available for quick drenching or flushing of eyes and body where corrosive materials are used?
1910.151(c) _____

WALKING AND WORKING SURFACES

- 1. Are floors clean and dry?
1910.22(a)(1) & (2) _____
- 2. Are permanent aisles and passageways appropriately marked and kept clear?
1910.22(b) & 1910.176(a) _____
- 3. Are load limit weights posted in the storage areas?
1910.22(b) _____
- 4. Is adequate lighting provided in work areas?
1910.37(b), 1910.68(b)(6)(iii), 1910.142(g),
1910.178(h), 1910.261(a)(3)(i) & 1910.265(c)(2) _____
- 5. Is every open-sided floor, platform or runway four feet or more above adjacent floor or ground level guarded by a standard guardrail or the equivalent?
1910.28(b)(1)-(b)(5) _____
- 6. Are all hatchway and floor openings guarded?
1910.28(b)(3) _____
- 7. Are floor holes into which persons can accidentally walk guarded?
1910.2(b)(3) _____
- 8. Are covers or guardrails provided to prevent persons from falling into drainage ditches, open pits, vats, tanks, etc.?
1910.28(b)(8) _____
- 9. Are all fixed industrial stairways at least 22 inches wide?
1910.25(b) _____

Yes/No

10. Are all fixed industrial stairways provided with a stair railing on all open sides?
1910.28(b)(11) _____
11. Are closed stairways provided with a railing on at least one side?
1910.28(b)(11) _____
12. Are all fixed stairways with a width in excess of 88 inches provided with a center stair railing?
1910.28(b)(11)(ii) _____
13. Is a six foot, eight inch vertical clearance maintained above any stair tread?
1910.25(b)(2) _____
14. Are scaffolds and their components capable of supporting without failure at least four times the maximum intended load?
1910.27(a) [1926.451(a)(1)] _____
15. Do all scaffold planks extend over end supports not less than six inches nor more than 18 inches?
1910.27(a) [1926.451(b)(4)-(5)] _____
16. Are scaffolds properly braced so that the scaffold is always plumb, square, and rigid?
1910.27(a) [1926.451(c)(1)] _____
17. Are broken, bent, excessively rusted, altered, or otherwise structurally damaged scaffold frames or accessories removed from service?
1910.27(a) [1926.451(f)(4)] _____

EGRESS (OR EVACUATION)

1. Is an emergency action plan required for your company to meet a particular OSHA standard?
1910.38(a) (Note: Appendix 1910.38) _____
2. Where an emergency action plan is required, has an employee alarm system that complies with 1910.165 been established?
1910.38(d) _____
3. Where an emergency action plan is required, has the employer reviewed the plan with each employee covered?
1910.38(f) _____
4. Are exits markings and lighting adequate and appropriate?
1910.37(b) _____

- 5. Are the number of exit routes adequate?
1910.36(b) _____
- 6. Are means of egress continually maintained free of all obstructions or impediments?
1910.37(k)(2) _____
- 7. Are devices or alarms installed to restrict the improper use of an exit, designed and installed so that they cannot impede emergency use of such exit?
1910.37(a)(3) _____
- 8. Do all exit routes meet the minimum height and width requirements at all times?
1910.36(g) _____

FIRE PROTECTION AND PREVENTION

- 1. Have procedures been established for sounding emergency alarms in the workplace?
1910.165(b)(5) _____
- 2. Are portable fire extinguishers provided, mounted, located and identified so that they are readily accessible to employees?
1910.157(c)(1) _____
- 3. Are fire extinguishers selected and distributed based on the classes of anticipated fires and the size and degree of hazard?
1910.157(d)(1) _____
- 4. Where portable fire extinguishers are provided for employee use, is there an educational training program to familiarize employees with principles of use and hazards involved with incipient stage firefighting?
1910.157(g)(1) _____
- 5. Are portable fire extinguishers hydrostatically tested as required?
1910.157(f)(2) _____
- 6. Are portable fire extinguishers visually inspected each month?
1910.157(e)(2) _____
- 7. Are annual maintenance checks of portable fire extinguishers completed and records maintained of the date completed?
1910.157(e)(3) _____
- 8. If a fire brigade exists, has the employer prepared and maintained an organizational statement establishing the fire brigade?
1910.156(b)(1) _____

- 9. Are employees that are expected to do interior structural firefighting physically capable of performing those duties?
1910.156(b)(2) _____
- 10. Are only pressure demand or other positive-pressure self-contained breathing apparatus worn by fire brigade members performing interior structural firefighting?
1910.156(f)(2)(i) _____
- 11. When portable fire extinguishers are removed from service for maintenance or recharging is alternate equivalent protection provided?
1910.157(e)(5) _____
- 12. Are fixed extinguishing systems inspected annually to assure that the system is maintained in good operating condition?
1910.160(b)(6) _____

HAZARDOUS MATERIALS

- 1. Are compressed gas cylinders given a safety visual inspection?
1910.101(a) _____
- 2. Are fire control devices located in areas where flammable liquids are stored or used?
1910.106(d)(7), (e)(5) & (g)(9) _____
- 3. Are flammable and combustible liquids stored in tanks or closed containers?
1910.106(e)(2)(ii) _____
- 4. When transferring class 1 liquids, are the nozzle and container electrically interconnected (bonded)?
1910.106(e)(6)(ii) _____
- 5. Are vent pipes from underground storage tanks higher than the fill pipe opening and not less than 12 feet above adjacent ground level?
1910.106(b)(3)(iv) _____
- 6. Are power shut-off controls for fuel pumps remotely located, clearly identified, and readily accessible?
1910.106(g)(3)(iii) _____
- 7. Are signs posted to prohibit smoking in fueling areas or where flammable or combustible liquids are received, dispensed, or stored?
1910.106(g)(8) _____
- 8. Are fuel pumps adequately protected from damage by collision?
1910.106(g)(3) & 1910.106(g)(3)(iv)(d) _____
- 9. Are "No Smoking" signs conspicuously posted at all paint spraying areas and paint storage rooms?
1910.107(g)(7) _____

10. Is the quantity of flammable or combustible liquids in the vicinity of spraying operations kept to a minimum?
1910.107(e)(2)

11. Is bulk storage of flammable or combustible liquids in portable containers located in a separate building?
1910.107(e)(2)

12. Do all electrical wiring and equipment located in or near paint spraying areas comply with National Electrical Code provisions for hazardous locations?
1910.107(c)(6)

PERSONAL PROTECTIVE EQUIPMENT

1 . Has the employer assessed the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment?
1910.132(d)(1)

2 . Is training provided to each employee who is required to use personal protective equipment?
1910.132(f)(1)

3. Does the employer have a written certification for the performance of a hazard assessment?
1910.132(d)(2)

4. Are affected employees using appropriate eye or face protection when exposed to eye or face hazards from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation?
1910.133(a)(1)

5. Does protective eye equipment used in areas, where hazards from flying objects occur, have side shields? (clip-on, affixed or slide-on side shields)
1910.133(a)(2)

6. Are protective helmets used in areas where there is a potential for injury to the head from falling objects?
1910.135(a)(1)

7. Is protective footwear worn by employees in areas where there is a danger of foot injuries due to falling and rolling objects or objects piercing the sole and where such employees' feet are exposed to electrical hazards?
1910.136(a)

8. Have affected employees demonstrated their understanding of personal protective equipment training?
1910.132(f)(2)

9. Where an employee's hands are exposed to hazards such as those from skin absorption of harmful substances, severe cuts or lacerations, severe abrasions, punctures, chemical burns, thermal burns, and harmful temperature extremes, has the employer selected and required employees to use appropriate hand protection?
1910.138(a)

RESPIRATORY PROTECTION

1. Has a worksite-specific written program been developed, updated as necessary, that addresses all items outlined in paragraph (c)?
1910.134(c)(1)

2. If respirators are used voluntarily, have employees been given Appendix D and has a written program been developed to ensure the employee is medically fit to wear the respirator, the respirator does not cause any other hazard and is stored properly? **Note: Voluntary use of dust masks requires Appendix D be handed out, but does not require the written program.**
1910.134(c)(2)

3. Do you have a qualified program administrator to run the program and evaluate its effectiveness?
1910.134(c)(3)

4. Have respirators, training and medical evaluations been provided at no cost for employees required to wear respiratory protection?
1910.134 (c)(4)

5. Have NIOSH-approved respirators appropriate for workplace hazards and exposures been offered in a sufficient number of models and sizes to fit the user?
1910.134 (d)(1)(i)-(ii)

6. Have respirators adequate to protect employees in any foreseeable situation been equipped with an End of Service Life Indicator (ESLI) or, in place of the ESLI, has a change schedule been developed?
1910.134(d)(3)(iii)(B)(1)-(2)

7. Prior to being fit tested or required to wear a respirator, has the employee been provided with a medical evaluation to determine fitness to wear a respirator?
1910.134(e)(1)

8. Have follow-up examinations been performed as required by employee responses to the medical questionnaire in Appendix C?
1910.134(e)(2) & (e)(3)

- 9. Has the physician or other licensed health care professional (PLHCP) been provided with information necessary to make a medical determination of the employees fitness to wear a respirator?
1910.134(e)(5) & (e)(6) _____
- 10. Have employees been given a fit test prior to wearing the respirator for the first time and at least annually thereafter?
1910.134(f)(1) & (f)(2) _____
- 11. Is the fit testing protocol followed as outlined in the standard?
1910.134(f)(3)-(f)(8) _____
- 12. Are steps taken to ensure a good facepiece seal and to educate employees about proper changing of cartridges and respirator hygiene?
1910.134(g)(1) & (g)(2) _____
- 13. Will respirators be used in Immediately Dangerous to Life and Health (IDLH) atmospheres?
1910.134(d)(2) & 1910.134(g)(3) _____
- 14. Will respirators be used for interior structural firefighting?
1910.134(g)(4) _____
- 15. Are respirators provided in good working order and cleaned and sanitized in accordance with Appendix B-2?
1910.134(h)(1) _____
- 16. Are the respirators stored in a way that will protect them from contamination, heat, extreme temperatures and other damage?
1910.134(h)(2)(i) _____
- 17. Are all respirators inspected in accordance with paragraph (h)(3)
1910.134(h)(3) _____
- 18. Are respirators that fail an inspection removed from service or repaired following the guidelines in this paragraph?
1910.134(h)(4) _____
- 19. Does compressed breathing air meet the requirements of Grade D, and, if purchased, have a certificate of analysis stating it meets the requirements of Grade D air?
1910.134(i)(1) & (i)(4) _____
- 20. Can employees demonstrate knowledge of why the respirator is necessary, the importance of proper fit, proper maintenance and the limitations and capabilities of the respirator?
1910.134(k)(1) _____

- 21. Is training provided at least annually and when changes are made in the work area or if employees appear to need retraining?
1910.134(k)(5) _____
- 22. Is Appendix D given to employees that wear respirators when not required by the employer or this standard?
1910.134(k)(6) _____
- 23. Are evaluations conducted of the work area to ensure the written program is effective and employees are consulted to gain input and to identify any problems?
1910.134(l)(1) & (l)(2) _____
- 24. Are records of medical evaluations and fit tests retained?
1910.134(m) _____

OCCUPATIONAL HEALTH AND ENVIRONMENTAL CONTROL-VENTILATION

- 1. Does the ventilation system adequately remove toxic dust, vapors, and gases from the working environment?
1910.94, 1910.1000(e) & 1910.107(d) _____
- 2. Is the supply of fresh air adequate in spray booths and open surface tanks?
1910.94(c)(7) & 1910.124(b) _____
- 3. Are suitable hoods or enclosures provided to remove dust from dry grinding, polishing, and/or buffing operations with connections to acceptable exhaust systems?
1910.94(b)(3)(i) _____
- 4. Do the exhaust systems satisfactorily prevent contaminants from entering the breathing zone at all times when dry grinding, polishing, or buffing operations are being conducted?
1910.94(b)(4) _____
- 5. Are organic vapors (paint solvents, cleaning fluids, ink solvents, glue, etc.) released into the atmosphere in quantities below the limit values set forth in 1910.1000 Table Z-1 and Z-2?
1910.1000 _____
- 6. In laboratory areas, are there sufficient control velocities in hoods to prevent contaminants from entering the breathing zone in quantities in excess of Table Z-1, Z-2, or Z-3?
1910.1000 _____
- 7. Does the air quality conform to the requirements of table Z-1 & Z-2?
1910.1000 _____

NOISE

1. Are feasible engineering and/or administrative controls utilized to keep noise exposures within allowable limits of Table G-16?
1910.95(b)(1) _____

2. Where sound levels equal or exceed an eight-hour exposure of 85 decibels, is a continuing effective hearing conservation program administered?
1910.95(c) _____

3. Does the employer make hearing protection available to all employees exposed to an eight-hour TWA of 85 decibels or greater at no cost to the employees?
1910.95 (i)(1) _____

GENERAL ENVIRONMENTAL CONTROLS (SANITATION)

1. Are waste containers emptied regularly? Do they have tight-fitting covers where needed?
1910.141(a)(4) _____

2. Is the area free of rodents, insects, and vermin?
1910.141(a)(5) _____

3. Are nonpotable (undrinkable) water sources marked as such?
1910.141(b)(2)(i) _____

4. Are toilet facilities accessible, and do they contain an adequate number of toilets?
1910.141(c)(1)(i) _____

5. Is eating prohibited in toilet rooms and areas exposed to toxic materials?
1910.141(g)(2) _____

MATERIALS HANDLING AND STORAGE

1. Are aisles and passageways in good repair, kept clear and properly marked?
1910.176(a) & 1910.22(b) _____

2. Are materials securely stacked when stored?
1910.176(b) _____

3. Is good housekeeping maintained in storage areas?
1910.176(c) _____

4. Are all forklifts and other powered industrial trucks removed from service when not in safe operating condition?
1910.178(q)(1) _____
5. Are only trained and certified drivers permitted to operate powered industrial trucks? Has training and evaluation been conducted by a person with the training, knowledge, and experience to evaluate the operators' competence?
1910.178(l) _____
6. Are unauthorized personnel prohibited from riding on powered industrial trucks or allowed only when provided a safe place to ride?
1910.178(m)(3) _____
7. Are slings and all fastenings and attachments inspected for damage or defects by a competent person each day before being used?
1910.184(d) _____
8. Are records made and maintained of the most recent month in which alloy steel chain slings were thoroughly inspected?
1910.184(e)(3)(ii) _____
9. Are wire rope slings that are kinked, crushed, bird caged, or otherwise damaged resulting in distortion of the wire rope structure removed from service?
1910.184(f)(5) _____
10. Is the use of knots, bolts, or other makeshift devices to shorten slings prohibited?
1910.184(c)(2) _____

MACHINERY, MACHINE, AND POWER TRANSMISSION GUARDING

1. Where employees are exposed, are one or more methods of machine guarding provided to protect them from hazards of ingoing nip points, rotating parts, flying chips, and sparks?
1910.212(a)(1) _____
2. Are machines whose point of operation exposes an employee to injury properly guarded?
1910.212(a)(3)(ii) _____
3. Are grinding wheels properly guarded?
1910.215(a)(2) & (4) or 1910.215(b) _____
4. Are tool rests on grinders properly set?
1910.215(a)(4) _____
5. Where employees are exposed, are flywheels located within seven feet of floor level properly guarded?
1910.219(b)(1) _____

6. Where employees are exposed, are pulleys located within seven feet of floor level properly guarded?
1910.219(d)(1) _____
7. Where employees are exposed, are horizontal and vertical belt drives located within seven feet of floor level properly guarded?
1910.219(e)(1)(i) & 1910.219(e)(3)(i) _____
8. Where employees are exposed, are sprocket wheels and chains located within seven feet of floor level properly guarded?
1910.219(f)(3) _____
9. Are all gears properly guarded?
1910.219(f)(1) _____
10. Do table saws have proper hood-type guards with spreaders and dogs intact?
1910.213(c)(1-3) _____
11. Are all portions of bandsaw blades enclosed or guarded, except for that portion between the bottom of guide rolls and the table?
1910.213(i)(1) _____
12. Do jointers have guards in place and operable?
1910.213(j)(3) _____
13. Do self-feed rip saws have anti-kickback fingers?
1910.213(f)(2) _____
14. Are all vertical and/or horizontal shafting guarded?
1910.219(c)(3) _____
15. Are all motor keys, set screws and other projections guarded?
1910.219(h)(1) & 1910.219(k)(1) _____
16. Is all woodworking machinery prevented from automatically restarting following a power failure?
1910.213(b)(3) _____
17. Do radial saws have hood and adjustable lower guard in place?
1910.213(h)(1) _____
18. Can the main power disconnect switch on power presses be locked in the "off" position?
1910.217(b)(8)(i) _____
19. Is the motor start button on power presses protected against accidental contact (recessed)?
1910.217(b)(8)(ii) _____

20. Is activation of the motor start button required to restart power presses after power or voltage loss?
1910.217(b)(8)(iii) _____
21. Is a written die setting procedure available for all presses?
1910.217(d)(9)(i) _____
22. Are spring loaded turnover bars used where presses are designed to accept them?
1910.217(d)(9)(ii) _____
23. Are safety blocks used when dies in the press are repaired or adjusted?
1910.217(d)(9)(iv) _____
24. Is lubrication of dies or material in the press accomplished without reaching into the die area?
1910.217(d)(9)(v) _____
25. Are all fan blades guarded with guard openings of one-half inch or less?
1910.212(a)(5) _____

PORTABLE POWER TOOLS

1. Are all portable power tools properly grounded?
1910.243(a)(5) _____
2. Is compressed air used in cleaning nozzles reduced to less than 30psi pressure?
1910.242(b) _____
3. Are portable power tools equipped with appropriate guards?
1910.243 _____
4. Are portable grinders completely and adequately guarded?
1910.243(c) _____

SPECIAL INDUSTRIES

1. Before any maintenance, inspection, cleaning, adjusting, or servicing of equipment that requires entrance into or close contact with the machinery or equipment, is the main power disconnect switch or valve controlling its source of power locked out?
1910.261(b)(1) _____
2. On operations where injury to the operator may occur if motors were to restart after power failure, are provisions made to prevent automatic restarting upon restoration of power?
1910.262(c)(1) _____

- 3. Are all pipes carrying steam or hot water for processing or servicing machinery covered with insulating material or otherwise guarded where exposed to contact?
1910.262(c)(9) & 1910.263(c)(8) _____
- 4. Are all guards and other safety devices including starting and stopping devices properly maintained?
1910.262(c)(5) _____
- 5. Are employees properly instructed as to the hazards of their work and instructed in safe practices by bulletins, printed rules and verbal instructions?
1910.264(d)(1)(v) _____
- 6. Are all open vats or tanks into which workmen could fall properly guarded?
1910.265(c)(8) _____

ELECTRICAL

- 1. Are electrical splices made using suitable splicing devices or by brazing, welding, or soldering with a fusible metal alloy, and covered with an insulation equivalent to that of the conductor?
1910.303(c)(3)(i) _____
- 2. Is each disconnecting means for motors and appliances, each service, feeder, and branch circuit legibly marked to identify its purpose?
1910.303(f)(1-3) _____
- 3. Are exposed live electrical parts operating at 50 volts or more guarded against accidental contact by approved cabinets or enclosures, by location, or by limiting access to qualified persons?
1910.303(g)(2)(i) _____
- 4. Do conductors and equipment operating at over 600 volts, nominal, meet the requirements in paragraph h?
1910.303(h)(1-5) _____
- 5. Are over current devices readily accessible, not exposed to physical damage and not located in the vicinity of easily ignitable material?
1910.304(f)(1)(iv) _____
- 6. Is the path to ground from circuits, equipment, and enclosures permanent, continuous and effective?
1910.304(g)(5) _____
- 7. Are exposed metal parts of cord- and plug-connected refrigerators, freezers, and air conditioners which may become energized grounded?
1910.304(g)(6)(vi) _____
- 8. Are exposed metal parts of cord- and plug-connected hand-held motor-operated tools, other than double insulated tools, grounded?
1910.304(g)(6)(vi) _____

- 9. Are all pull boxes, junction boxes, and fittings provided with covers approved for the purpose?
1910.305(b)(2)(i) _____
- 10. Are flexible electrical cords and cables being used properly?
1910.305(g)(1)(iv) _____
- 11. Are the electrical wiring and equipment located in hazardous (classified) locations intrinsically safe, approved for the hazardous location, or safe for the hazardous location?
1910.307(c) _____

HAZARD COMMUNICATION

- 1. Is there a written hazard communication program and list of chemicals available at the workplace?
1910.1200(e)(1) - (e)(3) _____
- 2. Are all containers properly labeled?
1910.1200(f)(1) - (f)(9) _____
- 3. Are material safety data sheets current, accurate, and available on all hazardous materials at the workplace?
1910.1200(g)(1), (g)(10) _____
- 4. Are employees informed and trained on hazardous chemicals in their work area at the time of their initial assignment and whenever a new hazard is introduced into their work area?
1910.1200(h) _____

Initial Hazard Determination

- 1. Have you monitored/evaluated work place hazards dealing with lead, asbestos, coke oven emissions, ETO, cotton dust, formaldehyde, noise exposures, methylenedianiline, cadmium and methylene chloride?
1910.1025 (d)(2) - lead; 1910.1001 (d)(2) - asbestos; - 1910.1029 (e)(1) - coke oven; 1910.1043 (d)(2) - cotton dust; 1910.1048 (d) - formaldehyde; 1910.1047 (d)(2) - ETO; 1910.1050(e)(2) - Methylenedianiline; 1910.1027(d)(1) - Cadmium; 1910.1052(d)(2) - methylene chloride _____

HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE

1. Is there an emergency response plan for your facility?
1910.120(q)(1) _____
2. If not, are you meeting the requirements for an emergency action plan?
1910.38(a)
1910.120(q) _____
3. Have you developed an emergency response plan which addresses all of the required elements?
1910.120(q)(2) _____
4. Have you developed an incident command system (ICS) for handling emergency response?
1910.120(q)(3) _____
5. Have company personnel been trained for any duties they might perform in the course of an emergency response?
1910.120(q)(6) _____
6. Is refresher training being performed at least annually?
1910.120(q)(8) _____
7. Is medical surveillance and consultation being provided the designated HAZMAT team in accordance with paragraph (f)?
1910.120(q)(9) _____
8. Is suitable chemical protective clothing and equipment being provided for members of the HAZMAT team?
1910.120(q)(10) _____
9. Do all post-emergency response operations meet with the necessary requirements?
1910.120(q)(11) _____

CONTROL OF HAZARDOUS EMERGENCY (LOCKOUT/TAGOUT)

1. Does the employer have an Energy Control Program?
1910.147(c)(1) _____
2. If an energy isolating device cannot be locked out, is a tagout procedure used?
1910.147(c)(2)(i) _____
3. Does employer have and utilize procedures for control of hazardous energy with specific requirements for securing machines, placement, transfer, and removal of lockout devices, and testing locked machinery?
1910.147(c)(4) _____

- 4. Is lockout hardware provided by employer, and is it durable, standardized, substantial, and identifiable?
1910.147(c)(5) _____
- 5. Are all employees trained in lockout-tagout program?
1910.147(c)(7) _____
- 6. Are periodic reviews to assure compliance with program conducted and certified?
1910.147(c)(6) _____

OCCUPATIONAL EXPOSURE TO HAZARDOUS CHEMICALS IN LABORATORIES

- 1. Are employee exposure determinations being performed when necessary and at required intervals?
1910.1450(d)(1-4) _____
- 2. Does employer have a written chemical hygiene plan which is readily available to employees?
1910.1450(e)(2) _____
- 3. Does the chemical hygiene plan include all of the required elements?
1910.1450(e)(3)(i-viii) _____
- 4. Are employees being trained and informed: 1) at the time of initial assignment, 2) prior to new exposure, and 3) of all other required material outlined in the standard?
1910.1450(f) _____
- 5. Are medical consultation and examinations being provided to appropriate employees?
1910.1450(g)(1 & 2) _____
- 6. Are hazard identification requirements being met?
1910.1450(h) _____
- 7. Are appropriate respirators being provided at no cost and in accordance with 1910.134?
1910.1450(i) _____
- 8. Are employee exposures, written opinions, and test results being recorded and maintained?
1910.1450(j) _____

BLOODBORNE PATHOGENS

1. Have you developed an exposure control plan that addresses all areas outlined in paragraph (c)?
1910.1030(c) _____
2. Does your exposure control plan include an exposure determination, the schedule and implementation of the other requirements of the standard, and the procedure for the evaluation of circumstances surrounding an exposure incident?
1910.1030(c)(1)(ii) _____
3. Are universal precautions being observed when there is contact with blood or other potentially infectious materials?
1910.1030(d)(1) _____
4. Have engineering and work practice controls been established to minimize employee exposure?
1910.1030(d)(2) _____
5. Is personal protective equipment being provided, use required, cleaned, repaired, and replaced as necessary?
1910.1030(d)(3) _____
6. Is the Hepatitis B vaccination being made available to all employees with occupational exposure?
1910.1030(f)(1)(i) _____
7. Is post-exposure follow-up being made available to all employees who have had an exposure incident?
1910.1030(f)(1)(i) _____
8. Are the Hepatitis B vaccination and post-exposure follow-up being provided to employees at no cost, at a reasonable time and place, performed by or under a physician's supervision, and provided according to U.S. Public Health Service recommendations?
1910.1030(f)(1)(ii) _____
9. Is a written opinion being provided for both the Hepatitis B vaccination and for post-exposure follow-up as required and does it contain the appropriate information?
1910.1030(f)(5)(i-iii) _____
10. Are employees with occupational exposure provided training at no cost and during working hours?
1910.1030(g)(2)(i) _____
11. Is training being provided at the time of initial assignment and at least annually thereafter?
1910.1030(g)(2)(ii) _____

- 12. Does the training program cover all the required topics identified in the regulation?
1910.1030(g)(2)(vii)(A-N) _____
- 13. Are medical records being kept for the duration of employment plus 30 years and are the records kept confidential?
1910.1030(h)(1)(i-iv) _____
- 14. Are training records being kept for three years and do they contain the necessary information?
1910.1030(h)(2)(i-ii) _____

ELECTRICAL SAFETY WORK PRACTICES

- 1. Are all employees who face a risk of electrical shock trained in safety-related work practices?
1910.332(b)(1) Note: Training requirements do not apply if the hazard is reduced to a safe level by the requirements of 1910.303 through 1910.308 _____
- 2. Does training for employees who are not qualified persons include this standard (as it applies to their job) and any other electrical safety practices?
1910.332(b)(2) _____
- 3. Does training for qualified persons include a) how to distinguish exposed live parts, b) how to determine nominal voltages, c) the clearance distances in Table S-5?
1910.332(b)(3) _____
- 4. Are live parts to which employees may be exposed, de-energized before employees work near them?
1910.333(a)(1) Note: See standard for exceptions for qualified persons in situations where de-energization increases hazard or is infeasible. _____
- 5. Does the employer have a written de-energization procedure or a copy of 1910.333(b) available to employees?
1910.333(b)(2)(i) _____
- 6. Are locks and tags placed on each disconnecting means used to de-energize circuits?
1910.333(b)(2)(iii)(A) _____
- 7. If a lock cannot be applied, is the disconnecting means tagged and at least one additional safety measure taken?
1910.333(b)(2)(iii)(D) _____
- 8. Before reenergizing: a) has equipment been inspected by a qualified person to insure that it is safe to do so, b) are any employees exposed to hazards of reenergizing warned, c) has each lock and tag been removed by the employee who applied it?
1910.333(b)(2)(v) _____

- 9. If work is to be performed near overhead lines, have the lines been de-energized and grounded or other protective measures provided?
1910.333(c)(3) _____
- 10. Are any vehicles or mechanical equipment kept at least 10 feet from energized overhead power lines?
1910.333(c)(3)(iii) Note: See standard for exceptions. _____
- 11. Are portable ladders made with nonconductive side rails if employees could contact exposed energized parts?
1910.333(c)(7) _____
- 12. Are portable cord- and plug-connected equipment and extension cords inspected before use on every shift?
1910.334(a)(2)(i) _____

CHEMICAL PROCESS SAFETY MANAGEMENT

- 1. Is the establishment covered by this standard?
1910.119(a) _____
- 2. Does the employer have a written employee participation plan?
1910.119(c)(1) _____
- 3. Has the employer compiled written process safety information?
1910.119(d) _____
- 4. Has the employer performed a process hazard analysis?
1910.119(e) _____
- 5. Has the employer developed and implemented written operating procedures?
1910.119(f) _____
- 6. Have all employees been trained and the training documented?
1910.119(g) _____
- 7. Has the employer assured that all contractors on-site have met the requirements of this standard?
1910.119(h) _____
- 8. Does the employer conduct pre-start up safety reviews?
1910.119(i) _____
- 9. Does employer have written procedure, training, and inspection to maintain the mechanical integrity of process equipment?
1910.119(j) _____
- 10. Has the employer established and implemented written procedures to manage changes?
1910.119(1) _____

11. Does the employer investigate each incident which resulted in, or could have resulted in, a catastrophic release of a highly hazardous chemical?
1910.119(m) _____

12. Does the employer conduct compliance audits at least every three years?
1910.119(o) _____

WELDING, CUTTING AND BRAZING

1. Have all fire hazards in the vicinity of welding or cutting been removed or guarded?
1910.252(a)(1)(i-ii) _____

2. Are used drums, barrels, tanks, or other containers thoroughly cleaned so that all flammable materials, or materials which may produce flammable or toxic vapors when heated, are not present before welding, cutting or other hot work is performed?
1910.252(a)(3)(i) _____

3. Are the welder and any helpers or attendants using properly selected helmets, goggles, or face shields during any welding, cutting, or brazing operation?
1910.252(b)(2) _____

4. Are workers in areas adjacent to welding areas protected by shields or screens or required to wear goggles?
1910.252(b)(2)(iii) _____

5. Are confined spaces adequately ventilated to prevent the accumulation of toxic materials or oxygen deficiencies during welding or cutting operations?
1910.252(c)(4)(i) _____

6. Is first aid equipment available at all times during welding operations?
1910.252(c)(13) _____

7. Is mechanical ventilation provided as required in welding or cutting areas?
1910.252(c)(2) _____

8. Are all compressed gas cylinders legibly marked to indicate their contents?
1910.253(b)(1)(ii) _____

9. Are cylinders stored where they will not be knocked over, damaged, or subject to tampering?
1910.253(b)(2)(ii) _____

10. If cylinders are designed to accept valve protection caps, are caps in place when cylinders are not in use?
1910.253(b)(2)(iv) _____

- 11. Are oxygen cylinders separated from fuel-gas cylinders or combustible materials by at least 20 feet or a non-combustible barrier at least 5 feet high and having a one-half hour fire resistance rating?
1910.253(b)(4)(iii) _____
- 12. Are cylinder valves closed when being moved?
1910.253(b)(5)(ii)(F) _____
- 13. Are cylinder valves closed when work is finished?
1910.253(b)(5)(ii)(G) _____
- 14. Are cylinder valves closed when cylinders are empty?
1910.253(b)(5)(ii)(H) _____
- 15. Are acetylene cylinder valves opened no more than one and one-half turns of the spindle?
1910.253(b)(5)(iii)(K) _____
- 16. Are the manufacturer's instructions and rules for welding equipment followed?
1910.254(d)(6) _____
- 17. Are welding cables with splices within 10 feet of the holder not used?
1910.254(d)(8) _____
- 18. Are cables replaced when the insulation is damaged or conductors bare?
1910.254(d)(9)(iii) _____
- 19. Is resistance welding equipment periodically inspected?
Are records of these inspections maintained?
1910.255(e) _____

PERMIT-REQUIRED CONFINED SPACES

- 1. Has the workplace been evaluated to determine if any spaces are permit-required confined spaces?
1910.146(c)(1) _____
- 2. If your employees do not enter permit spaces, has the employer taken effective measures to prevent employees from entering the permit spaces?
1910.146(c)(3) _____
- 3. If the employer decides that its employees will enter permit spaces, have you developed and implemented a written permit space program, and is it available to employees?
1910.146(c)(4) _____
- 4. Are you able to use alternate procedures for entering a permit space as specified in 1910.146(c)(5)(i-ii)? _____
- 5. Are you able to reclassify a permit space to a non-permit space?
1910.146(c)(7) _____

6. If you (host employer) have employees of another employer (contractor) perform work that involves permit space entry, have you met the requirements of paragraphs (c)(8)(i-v) and (c)(9)(i-iii)?
1910.146(c)(8 & 9)

7. Does your permit space written program meet the requirements of paragraphs 1910.146(d), (e), (f), (g), (h), (i), (j), and (k)?
