

# MAINTENANCE SHOP/STORAGE ROOM INSPECTION CHECKLIST SUPPLEMENT

**Building:** \_\_\_\_\_ **Completed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

TO BE USED WITH ALL BUILDINGS/MAIN OFFICE CHECKLIST

ITEM	YES	NO	ACTION ITEM
<b>Machine Guarding</b>			
Are moving parts guarded to prevent accidental contact?			
Are machines guarded or repaired to prevent contact with electrical components?			
Are machines guarded to prevent accidental startup?			
<b>Flammable Storage</b>			
Are flammable materials, such as gasoline, stored away from ignition sources?			
Are flammables stored away from exits?			
Are flammables stored in secure areas, such as flammable storage cabinets or in flammable storage rooms, with fire-rated walls and doors.			
Is gasoline stored in approved containers with flash arrestors and self-closing lids?			
<b>Ladders</b>			
Are ladders free of defects and corrosion, such as bent, damaged or missing rungs or frames?			
<b>Compressed Gasses</b>			
Are compressed gas cylinders stored securely to prevent tipping over?			
Are compressed gas cylinders equipped with automatic pressure relief devices that vent pressure in an emergency?			
Are flammable gasses stored away from combustibles or oxidizers (e.g., oxygen tanks)?			

Checklists are developed using generally accepted safety and risk management standards. This checklist does not guarantee compliance with any building code, or federal, state or local regulations regarding safety or fire. Compliance does not ensure the absolute safety of your operations.