

Building/Department(s): \_\_\_\_\_

Auditor: \_\_\_\_\_ Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ Completion Time: \_\_\_\_\_

<b>A. Personal Protective Equipment (PPE)</b>	Yes	No	N/A	<b>Recommended Remediation Efforts &amp; Action Items</b>	<b>D. Safety Procedures</b>	Yes	No	N/A	<b>Recommended Remediation Efforts &amp; Action Items</b>
1. Is the use of PPE enforced?					1. Have all Lockout/Tagout procedures been followed?				
2. Is required & appropriate PPE utilized?					2. Are all vehicles chocked/blocked?				
3. Is PPE properly stored & maintained?					3. Are jack stands being used appropriately?				
4. Is PPE free from damage and/or deterioration?					4. Have JSAs been completed for every major task?				
<b>B. Proper Selection and Safe Use of Tooling</b>	Yes	No	N/A	<b>Recommended Remediation Efforts &amp; Action Items</b>	<b>E. Emergency Action Planning</b>	Yes	No	N/A	<b>Recommended Remediation Efforts &amp; Action Items</b>
1. Are tools being used appropriate for task?					1. Do employees know where SDS can be found? Is it up to date?				
2. Are tools in good working condition?					2. Do employees know what to do in the event of a spill, fire, inclement weather or injury?				
3. Are face shields available for use?					3. Can employees locate first aid, spill kit, and BBP kit?				
4. When tools are not being used, are they stored properly?					4. Do employees know procedures for emergencies or where to find this information?				
<b>C. Housekeeping</b>	Yes	No	N/A	<b>Recommended Remediation Efforts &amp; Action Items</b>	<b>F. Safety Documentation</b>	Yes	No	N/A	<b>Recommended Remediation Efforts &amp; Action Items</b>
1. Are walkways & work areas kept clear from debris?					1. Are monthly/weekly toolbox talks done?				
2. Are cables & hoses secured while not in use?					2. Is monthly manager shop inspection being done?				
3. Are used rags and other trash place in proper receptacles?					3. Is weekly shop safety inspection being completed?				
4. Is all equipment stored in assigned location?					4. Are forklift & fire extinguisher inspections done?				
5. Other housekeeping issues?					5. Are near misses reported and acted upon?				