

Warehouse Safety Checklist

Written Plans/Postings

- □ MSDS Book up to date and readily available
- Emergency Evacuation map posted in adequate locations
- Emergency Action Plan current with alarm system; exit routes; rally point; internal shelter

Facility Fire Protection

- □ Fire extinguishers adequate in *number and type
- □ Fire extinguisher locations identified and unobstructed
- Fire extinguisher monthly and annual inspection plan in place
- □ Fire exits clearly marked and unobstructed
- Sprinkler heads clean, in good repair and no storage within 18"

Electrical Safety

- Service panels unobstructed and in good repair
- Service labelled inside and voltage label on exterior of panel door
- Power cords are in good condition with no splices or broken insulation
- Lockout/Tagout program in place; training conducted for authorized and affected

Dock/Storage Racks/Conveyors

- Dock plates and levelers in good repair
- Dock doors and lightings operate properly
- □ Storage racks marked with load limits and in good repair
- Storage rack content does not extend beyond 6" and safety netting in place if needed
- Conveyors have appropriate guards where needed



General Workplace Safety

- □ Walkways/Aisleways clearly identifiable and unobstructed
- □ Stairways are clear and unobstructed
- Eyewash stations marked and in good condition; regularly inspected
- First Aid stations are marked and adequately supplied
- □ Housekeeping through facility good
- Employees trained in proper lifting techniques

Powered Industrial Equipment

- Operators have had appropriate training and carry license
- Pre and post inspections are conducted; inspection sheets maintained
- □ Battery operated PIT equipment charging station have appropriate *PPE
- □ Propane storage for PIT equipment properly managed; appropriate *PPE in place
- Operators of battery operated PIT properly managed; appropriate *PPE in place
- Operators of propane PIT properly trained in propane exchange safety
- □ Pickers/Turrets/Clamp PIT Operators properly trained
- Pallet Jack properly inspected and training in place

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