



SCMIT
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Onsite Safety Assessment Checklist

Date:	
City:	Address:
Phone Number:	Email:
Name:	Title:
Department:	Number of Employees:

	Yes	No	Comments
1. Do you conduct initial new hire orientation?	Yes	No	
2. Are there First Aid kits located in all buildings and vehicles?	Yes	No	
3. Are there a fire extinguishers one per floor, per 3,000 sq.\ft. with less than 50-75' of travel in each building ? Class A,C,D-75' B-50'	Yes	No	
a) Monthly inspections?	Yes	No	
b) Annual inspections?	Yes	No	
c) Fire Extinguisher training?	Yes	No	
4. Have any reportable accidents/injuries occurred?	Yes	No	
5. Is there an employee trained in First Aid/CPR at this site?	Yes	No	
6. Are emergency phone numbers posted? (With the site address)	Yes	No	
7. Does your city have a written comprehensive safety program?	Yes	No	
8. Do you hold safety meetings?	Yes	No	
9. Are accidents investigated?	Yes	No	
10. Does city provide safety training to employees?	Yes	No	
11. Is there an OSHA Poster on site?	Yes	No	



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12. Is the OSHA 300 form Maintained? (Risk Manager)	Yes	No	
13. Is the OSHA 300A log posted from Feb 01 to April 30	Yes	No	
14. Are there any buildings with temporary power?	Yes	No	
15. Do you have chemicals that fall under the written hazard communication program?	Yes	No	
a)What materials?	Yes	No	
16. Does your city have a written hazard communication program on site?	Yes	No	
17. Do you have a written list of all hazardous substances on site?	Yes	No	
18. Do you have all containers of hazardous substances labeled?	Yes	No	
19. Do you have the safety data sheets on site?	Yes	No	
20. Do your employees have hazard communication training?	Yes	No	
a)Has your city performed the updated GHS training?	Yes	No	
21. Are any of your employees exposed to the hazards of falling?	Yes	No	
22. Has your city provided them with fall protection training?	Yes	No	
23. Has this training been documented?	Yes	No	
24. Have employees been trained on safe use of ladders?	Yes	No	
25. Have you done a PPE hazard assessment?	Yes	No	
26. Have all of your employees been trained on proper PPE usage?	Yes	No	
27. Do you have an emergency action plan? <i>Plan for less than 10 employees can be verbal.</i>	Yes	No	
28. Do you have employees that operate a forklift?	Yes	No	
29. Have those employees been given forklift training?	Yes	No	
a) Has this training been documented?	Yes	No	
b) Have EE's been recertified every three years?	Yes	No	



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30. Are you doing any trenching or excavations on site?			
31. Documented training?	Yes	No	
a) Underground utilities marked?	Yes	No	
b) Trench box or sloping required?	Yes	No	
c) Competent Person on site? Employee Name:	Yes	No	
32. Do you have employees that enter confined spaces/PRCS?	Yes	No	
33. Does your city have a written PRCS program?	Yes	No	
a) Competent person for your city? Employee Name	Yes	No	
34. Have those employees been trained for their duties assigned under this standard? (entrant, attendant, supervisor, and rescue)	Yes	No	
35. Have you done a silica exposure assessment? (Table 1 Assessment)	Yes	No	
36. Do your employees operate a crane or boom truck?	Yes	No	
a) Are the crane operators certified or qualified?	Yes	No	
b) Are the riggers qualified?	Yes	No	
c) Are the signal persons qualified?	Yes	No	
37. Does your WWTP/WTP have over 1500 lbs. of chlorine or sulfur dioxide?	Yes	No	
38. Does your city have a written PSM program?	Yes	No	
39. Are operators trained under the PSM Standard? Refresher every three years?	Yes	No	
40. Have you completed the 5 year required hazard analysis for PSM?	Yes	No	
41. Do your employees have to wear respirators?	Yes	No	
42. Does your city have a written respirator program?	Yes	No	
43. Have those employees had a medical evaluation?	Yes	No	
44. Have those employees been fit tested?	Yes	No	



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45. Have those employees been trained per 1910.134(k)(1)?	Yes	No	
46. Are your employees trained in emergency spill/leak procedures?	Yes	No	
47. Hot works permit system in place and followed?	Yes	No	
48. Are your employees using scaffolding?	Yes	No	
a) Competent person on site? Employee name:	Yes	No	
49. Have all of your employees that use a scaffold been trained to work from that scaffold?	Yes	No	
50. If your employees use aerial lifts, have they been trained on the type of Lift they are using?	Yes	No	