

SAFETY

Company Name

Meeting Date

Employees Present:

SUBJECT OF THE MONTH: **QUARTERLY JOBSITE REVIEW**

Periodically OHBA's Central Safety Committee provides you with a Safety Inspection Checklist for your use when doing jobsite inspections. These inspections are very valuable tools in accident prevention and we'd suggest that this month's safety committee activity be jobsite walk-throughs with your employees taking an active role.

CHECKLIST ITEMS

- | | |
|---|-----------------------|
| _____ Electrical Cords Checked & GFCI's to protect employees | |
| _____ Required Jobsite Postings:
(Emergency Phone #'s and "Safety & Health Protection on the Job" Poster | |
| _____ Emergency Medical Plan | _____ Tool Guards |
| _____ Fire Protection/Prevention | _____ First Aid Kit |
| _____ Hazard Communication Program | _____ Fall Protection |

JOBSITE REVIEW: Inspection Notes/Concerns/Action Plan

Company Safety Officer: _____

NOTICE OF RESPONSIBILITY

The Oregon Building Industry Association's Central Safety Committee's purpose is to provide safety guidelines, information and resources to help our members work more safely and reduce jobsite accidents.

Full and active monthly participation in safety meetings using the Central Safety Committee's agendas, topics and checklists will only meet safety committee requirements. It remains your responsibility to comply with all aspects of safety rules and regulations.

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This page is one of an ongoing series of pages, which will be provided each month to Oregon Building Industry Association members. Please use this page to add to (or start) either a Safety Committee file or manual for your company.

SAFETY INSPECTION CHECKLIST

Jobsite	Inspector	Date	
Check OK or CAT when Corrective Action Taken		OK	CAT
1. Are OR-OSHA, EEO and emergency phone numbers posted?			
2. Are all hazardous substances labeled?			
3. Are Material Safety Data Sheets available for each hazardous substance?			
4. Are floor openings covered or guarded?			
5. Are stairs and walkways cleared of debris and materials?			
6. Are there posted warnings of slip, trip and fall hazards?			
7. Are there guardrails on stairways and wall openings?			
8. Is lighting and ventilation adequate?			
9. Are hard hats, protective glasses, goggles, gloves and respirators worn when necessary?			
10. Are ladders and scaffolding in good, serviceable condition and secured properly?			
11. Is there safe access to all working levels?			
12. Are guards and safety devices used on all power and hand tools?			
13. Is electrical equipment or tools (125volt) including Ground Fault Circuit interrupters and extension cords inspected and safe to use?			
14. Are fire extinguishers provided?			
15. Are flammable materials protected?			
16. Are first aid kits available and inspected on a regular basis?			
17. Are employees instructed on the proper procedure for tagging and locking-out equipment to avoid unexpected start-ups?			
18. Is all scaffolding and planking in good condition and braced/guarded appropriately?			
19. Are fall protection devices and practices used as required?			

FOR MORE INFORMATION: Call OR-OSHA at (503) 378-3272 or your Worker's Compensation carrier.

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