



**MONTHLY WORKPLACE INSPECTION CHECKLIST**

<b>Outdoor Equipment</b>	<b>PASS</b>
Parking lot free of obstacles	✓
Walkways free of obstacles	✓
Building exterior sound	✓
Garage doors functioning properly	✓
Garage doors open manually	✓
Man doors opening/closing properly	✓
Man doors secure	✓
Windows functional / secure	✓
Outdoor lighting sufficient / functional	✓
Outdoor seating / tables	✓
Fuelling Stations	✓

<b>Office / Crew Room / Meeting Room</b>	<b>PASS</b>
No slip / trip hazards	✓
Extension cords in good condition	✓
Free of loose wires / cables / cords	✓
No overloaded receptacles	✓
Area carpets in good condition	✓
Floors clean and clear	✓
Furniture in good working order	✓
Lighting adequate and functioning	✓
Air Conditioning functioning	✓
Heat adequate and functioning	✓
Air quality adequate	✓

<b>Garage</b>	<b>PASS</b>
Clean and clear of obstacles	✓
GFI's functioning	✓
Extension cords in good condition	✓
Chemicals stored properly	✓
Goggles and gloves available	✓
All Chemicals labelled	✓
All equipment stored securely	✓
Floor drains clear	✓
Heat functioning	✓
Oxygen stored securely and in safe area	✓
Exhaust fan functioning	✓
No Smoking sign	✓
Clear of spills	✓
Hazard container present	✓
Fire extinguisher	✓
Evidence of leaks/spills	✓
Spill collection container	✓
Lighting	✓

<b>Kitchen / Bathroom</b>	<b>PASS</b>
No slip / trip hazards	✓
Extension cords in good condition	✓
No overloaded receptacles	✓
Area carpets in good condition	✓
Floors clean and clear	✓
Lighting adequate and functioning	✓
Hand Sanitizers available and filled	✓
Toilet / Shower functioning	✓
Appliances in good order	✓

<b>Posting and Documents</b>	<b>PASS</b>
Mandatory postings present	✓
MSDS current (within 3 years)	✓
Evacuation plan available	✓
Updated floor plans	✓
Emergency numbers and contacts	✓
Minutes posted	✓

<b>Medical Supply Room</b>	<b>PASS</b>
No slip / trip hazards	✓
Floor clean and clear	✓
Supplies adequate	✓

<b>Emergency Equipment</b>	<b>PASS</b>
Equipment in good working order	✓
Extinguishers accessible, tagged and dated	✓
Detectors tested and functional	✓
Eye wash station functional	✓
First Aid Kit checked and log signed	✓
Emergency lighting in good order	✓
Exit signs illuminated	✓
Exit doors free of obstructions	✓
Pull stations accessible	✓

DATE: 17 May 2017 BASE: Pelee Apartment

Aperlin



Corporation of the County of Essex  
EMERGENCY MEDICAL SERVICES



MONTHLY WORKPLACE INSPECTION CHECKLIST

HAZARDS:

- Emergency lighting not working

COMMENTS / CONCERNS:

- Burnt Light in stair well.
- No smoke alarm in hall.
- 16 x 25 x 1 Furnace filter for upstairs.
- Broken window - won't open on Lt - won't close on Rt.
- Leak on (Rt) side of AC.
- Mattresses age?
- Blinds in Room broken. 24 wide x 46 Long.
- Water leaking from the drain in bathroom.
- Caulking around shower + Vanity missing.
- No GFI on plug near sink. Breaker # ~~1~~ 1-3

Inspected By:

Labour Inspector
Management Inspector

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Pull stations accessible	✓

DATE: 17 May 2017 BASE: Pelae Base.

MONTHLY WORKPLACE INSPECTION CHECKLIST

HAZARDS:

- Emergency Lighting Not Working.

COMMENTS / CONCERNS:

- Birds in garage if door is open (nesting)
- Smoke/CO Detector on wall not working?
- Garage door pressure sensor not working..
- ~~Receptical~~ Receptical Box in garage broken. (Repaired.)
- Fluorescent lights in garage not working 26 (8' bulbs)
- Leaking Tap in garage..
- Emergency Light in garage Not Working.
- (Electrical room, crew room)
- CO Detector on the wall is not on?
- Eye wash exp oct 2016
- O.H. & S book 2009 version.
- Batteries in smoke alarms to be changed.

Inspected By:

Labour Inspector
Management Inspector

Back →