

Corporation of the County of Essex
EMERGENCY MEDICAL SERVICES



MONTHLY WORKPLACE INSPECTION CHECKLIST

SUBMIT IN SHIFT ENVELOPE BY THE 7TH DAY OF EACH MONTH

Please forward all completed forms to District Chief JOE NARDONE

Outdoor Equipment	PASS
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	X
Fuelling Stations	N/A

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

Garage	PASS
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	✓

Kitchen / Bathroom	PASS
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	✓

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

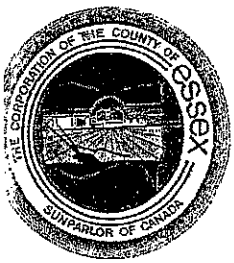
Posting and Documents	PASS
Mandatory postings present	X
MSDS current (within 3 years)	✓
Evacuation plan available	✓
Updated floor plans	✓
Emergency numbers and contacts	X
Minutes posted	X

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

Bottle not properly labelled in training room.
Storage for Boxes in electrical room.
No H+S contact list
No H+S minutes available.
No outside Table / seating

DATE: March 20 / 15

BASE: Tecumseh



Corporation of the County of Essex
EMERGENCY MEDICAL SERVICES



MONTHLY WORKPLACE INSPECTION CHECKLIST
SUBMIT IN SHIFT ENVELOPE BY THE 7TH DAY OF EACH MONTH

Please forward all completed forms to District Chief JOE NARDONE

<u>Outdoor Equipment</u>	<u>PASS</u>
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	NIA

<u>Office / Crew Room / Meeting Room</u>	<u>PASS</u>
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	NIA
Heat adequate and functioning	✓
Air quality adequate	✓

<u>Garage</u>	<u>PASS</u>
Clean and clear of obstacles	✓
GFI's functioning	X
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	✓

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

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

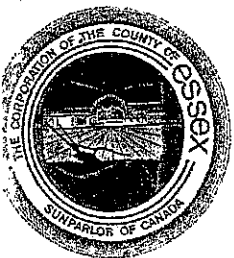
<u>Emergency Equipment</u>	<u>PASS</u>
Equipment in good working order	✓
Extinguishers accessible, tagged and dated	✓
Detectors tested and functional	✓
Eye wash station functional	✓
First Aid Kit checked and log signed	✓
Emergency lighting in good order	✓
Exit signs illuminated	✓
Exit doors free of obstructions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

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

*Light missing to check
GFI in garage (pull down plug)
missing / out of date
contact information
H+S minutes not posted*

DATE: March 20 / 2015

BASE: Lanille



Corporation of the County of Essex
EMERGENCY MEDICAL SERVICES



MONTHLY WORKPLACE INSPECTION CHECKLIST

SUBMIT IN SHIFT ENVELOPE BY THE 7TH DAY OF EACH MONTH

Please forward all completed forms to District Chief JOE NARDONE

<u>Outdoor Equipment</u>	<u>PASS</u>
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	✓

<u>Office / Crew Room / Meeting Room</u>	<u>PASS</u>
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	CNO
Heat adequate and functioning	✓
Air quality adequate	✓

<u>Garage</u>	<u>PASS</u>
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	X
No Smoking sign	✓
Clear of spills	✓
Hazard container present	✓
Fire extinguisher	✓
Evidence of leaks/spills	✓
Spill collection container	✓
Lighting	✓

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

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

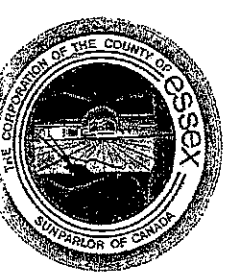
<u>Medical Supply Room</u>	<u>PASS</u>
No slip / trip hazards	✓
Floor clean and clear	✓
Supplies adequate	✓

<u>Emergency Equipment</u>	<u>PASS</u>
Equipment in good working order	✓
Extinguishers accessible, tagged and dated	✓
Detectors tested and functional	CNO
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	✓

Rapid remover - NO MSDS
Temporary ventilation button NOT Functional
lights out in bathroom hallway
Soap dispenser on floor of Men's Change room.
Sun pump room stairs need cleaning
fire alarm for sun pump room - out of date contact #'s
missing minutes of H.S.
bid for toilets - fees spraying out when flushed.

DATE: March 20/2015

BASE: Merica



Corporation of the County of Essex
EMERGENCY MEDICAL SERVICES



MONTHLY WORKPLACE INSPECTION CHECKLIST

SUBMIT IN SHIFT ENVELOPE BY THE 7TH DAY OF EACH MONTH

Please forward all completed forms to District Chief JOE NARDONE

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

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

Garage	PASS
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	X
No Smoking sign	✓
Clear of spills	✓
Hazard container present	✓
Fire extinguisher	✓
Evidence of leaks/spills	✓
Spill collection container	✓
Lighting	✓

Kitchen / Bathroom	PASS
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	✓

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

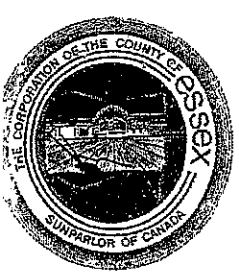
Medical Supply Room	PASS
No slip / trip hazards	✓
Floor clean and clear	✓
Supplies adequate	✓

Emergency Equipment	PASS
Equipment in good working order	✓
Extinguishers accessible, tagged and dated	✓
Detectors tested and functional	C No
Eye wash station functional	✓
First Aid Kit checked and log signed	✓
Emergency lighting in good order	C No
Exit signs illuminated	✓
Exit doors free of obstructions	✓
Pull stations accessible	✓

Butt stop - needed
 Spray bottles not labelled properly.
 North door stuck open, manual release too high to use - cut a ladder.
 light burnt out in garage
 Emergency numbers out of date
 No hrs minutes posted

DATE: March 20/2015

BASE: Dougall



Corporation of the County of Essex
EMERGENCY MEDICAL SERVICES



MONTHLY WORKPLACE INSPECTION CHECKLIST

SUBMIT IN SHIFT ENVELOPE BY THE 7TH DAY OF EACH MONTH

Please forward all completed forms to District Chief JOE NARDONE

Outdoor Equipment	PASS
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	✓

Office / Crew Room / Meeting Room	PASS
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	CNO
Heat adequate and functioning	✓
Air quality adequate	✓

Garage	PASS
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	✓

Kitchen / Bathroom	PASS
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	✓

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

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

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

Washer fluid bottle not labelled
 No H+S minutes
 H+S contact numbers way out of date
 Cover for probe needs to be fixed.

DATE: March 20 / 2015

BASE: Jefferson

MONTHLY WORKPLACE INSPECTION CHECKLIST
SUBMIT BY 15TH DAY OF MONTH

Outdoor Equipment	PASS
Parking lot free of obstacles	✓
Walkways free of obstacles	✓
Building exterior sound	X
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	N/A

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

Garage	PASS
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	✓

Kitchen / Bathroom	PASS
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	✓

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

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

Emergency Equipment	PASS
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	X
Exit signs illuminated	✓
Exit doors free of obstructions	✓
Pull stations accessible	✓

NO EMERGENCY LIGHTING
IN CREW ROOM OR BATHROOMS
- CONTACT LIST UPDATE JASC
- DOWNSPOUT AT FRONT
ENTRANCE STILL REQUIRES
TO BE ROUTED DIFFERENTLY

J.A.M.


DATE: Nov. 23/15

BASE: Essex

MONTHLY WORKPLACE INSPECTION CHECKLIST
SUBMIT BY 15TH DAY OF MONTH

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

<u>Office / Crew Room / Meeting Room</u>	<u>PASS</u>
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	✓

<u>Garage</u>	<u>PASS</u>
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	✓

<u>Kitchen / Bathroom</u>	<u>PASS</u>
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	✓

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

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

<u>Emergency Equipment</u>	<u>PASS</u>
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	N/A

- NEED TO POST CURRENT
H+S MEMBERS (UPDATED LIST)
- OUTSIDE UNDER CONSTRUCTION

[Handwritten signatures]

DATE: MARCH 23 / 15

BASE: CIVIC CENTER

MONTHLY WORKPLACE INSPECTION CHECKLIST
SUBMIT BY 15TH DAY OF MONTH

<u>Outdoor Equipment</u>	<u>PASS</u>
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	N/A

<u>Office / Crew Room / Meeting Room</u>	<u>PASS</u>
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	✓

<u>Garage</u>	<u>PASS</u>
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	✓

<u>Kitchen / Bathroom</u>	<u>PASS</u>
No slip / trip hazards	✓
Extension cords in good condition	✓
No overloaded receptacles	X
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	✓

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

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

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

- EYE WASH SOLUTION EXPIRED
- WATER LINE FROM WATER COOLER NEEDS TO BE CLIPPED (MOUNTED)
- UPDATE JHSC LIST




DATE: MARCH 23/15

BASE: LAKE SHORE

MONTHLY WORKPLACE INSPECTION CHECKLIST
SUBMIT BY 15TH DAY OF MONTH

<u>Outdoor Equipment</u>	<u>PASS</u>
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	✓

<u>Office / Crew Room / Meeting Room</u>	<u>PASS</u>
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	✓

<u>Garage</u>	<u>PASS</u>
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	✓

<u>Kitchen / Bathroom</u>	<u>PASS</u>
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	✓

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

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

<u>Emergency Equipment</u>	<u>PASS</u>
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	✓

- Emergency Lighting in Mens Wash Room Not Functioning
- EYE WASH out of DATE

JRM

DATE: Mar 23/15

BASE: Leamington

MONTHLY WORKPLACE INSPECTION CHECKLIST
SUBMIT BY 15TH DAY OF MONTH

<u>Outdoor Equipment</u>	<u>PASS</u>
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	N/A

<u>Garage</u>	<u>PASS</u>
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	NO
Spill collection container	N/A
Lighting	✓

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

<u>Emergency Equipment</u>	<u>PASS</u>
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	NO
Emergency lighting in good order	✓
Exit signs illuminated	✓
Exit doors free of obstructions	✓
Pull stations accessible	✓

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

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

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

- FIRST AID CHECKLIST NEEDED
 - FOB SYSTEM FOR GARAGE
 BACK DOOR & CREW DOORS
 NOT WORKING
 - UPDATED JHSC RKP LIST




DATE:

March 23/15

BASE:

Kingsville

MONTHLY WORKPLACE INSPECTION CHECKLIST
SUBMIT BY 15TH DAY OF MONTH

<u>Outdoor Equipment</u>	<u>PASS</u>
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	N/A

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

<u>Garage</u>	<u>PASS</u>
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	N/A
Fire extinguisher	✓
Evidence of leaks/spills	X
Spill collection container	N/A
Lighting	✓

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

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

- JHSC LIST REQ. UPDATE.
- EYE WASH FLUID OUTDATED.
- CHECK LIST FOR F/A KIT.

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

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

DATE:

March 24/15

BASE:

Harrow

MONTHLY WORKPLACE INSPECTION CHECKLIST

SUBMIT BY 15TH DAY OF MONTH

<u>Outdoor Equipment</u>	<u>PASS</u>
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	✗

<u>Office / Crew Room / Meeting Room</u>	<u>PASS</u>
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	N/A
Heat adequate and functioning	✓
Air quality adequate	✓

<u>Garage</u>	<u>PASS</u>
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	✓

<u>Kitchen / Bathroom</u>	<u>PASS</u>
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	✓

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

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

- NEED UPDATED J.H.S MEMBER LIST.

- EYEWASH BOTTLE EXPIRED & NEEDS TO BE REPLACED.

<u>Emergency Equipment</u>	<u>PASS</u>
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	✓

J. A. [Signature]

DATE:

March 24/15

BASE:

[Signature]