



Corporation of the County of Essex  
EMERGENCY MEDICAL SERVICES



**MONTHLY WORKPLACE INSPECTION CHECKLIST**  
SUBMIT IN SHIFT ENVELOPE BY THE 7<sup>TH</sup> DAY OF EACH MONTH

*Please forward all completed forms to District Chief JOE NARDONE*

<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	N/A

<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	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	✓

<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	X
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	✓

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

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

<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	✓

Bottles with no label (5)  
No break away for 500  
Power cord.  
No Emergency #'s posted.  
OSHA 2011 Version  
garage exhaust shut down  
at breaker Box.  
need sign on how to open  
garage doors without power

DATE: MAY 21<sup>st</sup>, 2015

BASE: Tecumset Base



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EMERGENCY MEDICAL SERVICES



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<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	NA
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	NA
Floors clean and clear	✓
Lighting adequate and functioning	✓
Hand Sanitizers available and filled	✓
Toilet / Shower functioning	✓
Appliances in good order	✓

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

<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	X
Minutes posted	X

<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	X
Exit signs illuminated	✓
Exit doors free of obstructions	✓
Pull stations accessible	✓

out of date contact list  
2011 OSHA Version  
Emergency lights in woman's  
bathroom not functioning  
Emergency lights in Training  
Room not functional  
DC entrance door emergency  
lights not functional

DATE: May 21<sup>st</sup> 2015

BASE: Leamington Base



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Building exterior sound	✓
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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	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	✓
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	✓

front + crew room doors will not open for Union, will allow management.  
H+S #'s out of date  
OTSA Version 2011.  
NO Minutes H+S.

DATE: May 21<sup>st</sup> 2015

BASE: Amburstberg Base



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<b>Outdoor Equipment</b>	<b>PASS</b>
Parking lot free of obstacles	✓
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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>Medical Supply Room</b>	<b>PASS</b>
No slip / trip hazards	✓
Floor clean and clear	✓
Supplies adequate	✓

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

<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	X/✓
Exit doors free of obstructions	✓
Pull stations accessible	✓

*Emergency exit signs turn off when power is out - emergency lighting turns on*  
*No H+S emergency contact #'s*  
*2011 version of OHSA ~~minutes~~*  
*last minutes from 2014.*  
*crew reports out*  
*outside GFI's not functional*  
*from J.P. Bacon*

*[Signatures]*

DATE: May 21<sup>st</sup>, 2015

BASE: Faleshore



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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	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	✓
Floors clean and clear	✓
Furniture in good working order	X
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	N/A
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	✓
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	✓

- OASA 2011 Version  
- No minutes for H+S  
- out of date contact list  
- furniture worn down

*Shu [Signature]*

DATE: May 21<sup>st</sup>, 2015 BASE: Kingville



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*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	X
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	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	N/A
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	✓

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	✓
Exit signs illuminated	✓
Exit doors free of obstructions	✓
Pull stations accessible	✓

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

South door - pressure sensor not working  
Cord for SOP trucks does not have a break away  
No emergency contact #'s  
2011 Version of OHSA.

*[Handwritten signature]*

DATE: May 21<sup>st</sup>, 2015

BASE: Jefferson



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Outdoor Equipment	PASS
Parking lot free of obstacles	✓
Walkways free of obstacles	X
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

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	✓
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	N/A
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	✓
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	✓

trip hazard garage exit,  
sign posted.  
H+S contact #'s out of  
date.

Exit signs turn off when on  
back up power is on/power off  
No Minutes for H+S.

*[Handwritten signatures]*

DATE: May 21<sup>st</sup>, 2015 BASE: Harrow Base.



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EMERGENCY MEDICAL SERVICES



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Outdoor Equipment	PASS
Parking lot free of obstacles	✓
Walkways free of obstacles	✓
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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	✓
Floors clean and clear	✓
Furniture in good working order	X
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	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	N/A
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	✓
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	✓

*de humidifier still not installed.  
furniture worn, needs replacement soon.  
No emergency contact #'s both HTS + MOBIL etc.  
No OHSAs in the base -  
No minutes for HTS.  
CO2 monitor not working - false readings.  
Exhaust fan running all the time from faulty readings.  
No emergency lights in Bathroom.*

DATE: May 21<sup>st</sup>, 2015

BASE: Essex





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EMERGENCY MEDICAL SERVICES



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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	X
Clear of spills	✓
Hazard container present	✓
Fire extinguisher	✓
Evidence of leaks/spills	✓
Spill collection container	✓
Lighting	X

Kitchen / Bathroom	PASS
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 Soap	✓
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	✓
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	✓
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	✓

*on the door - No Smoking sign  
1 light out near garage  
sink  
No Minutes posted.  
Emergency numbers out of date  
OHSA is 2011 version, new ones ordered.*

DATE: May 21<sup>st</sup>, 2015

BASE: Dougal Base



Corporation of the County of Essex  
EMERGENCY MEDICAL SERVICES



**MONTHLY WORKPLACE INSPECTION CHECKLIST**  
SUBMIT IN SHIFT ENVELOPE BY THE 7<sup>TH</sup> DAY OF EACH MONTH

*Please forward all completed forms to District Chief JOE NARDONE*

<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	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	✓

<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	X
MSDS current (within 3 years)	✓
Evacuation plan available	✓
Updated floor plans	✓
Emergency numbers and contacts	X
Minutes posted	X

<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	✓

*NO Minutes posted  
OHSA 2011 version  
Emergency numbers not listed.  
Hallway fire extinguisher last inspected - April 2015*

DATE: May 21<sup>st</sup>, 2015

BASE: Sasalle



Corporation of the County of Essex  
EMERGENCY MEDICAL SERVICES



**MONTHLY WORKPLACE INSPECTION CHECKLIST**  
SUBMIT IN SHIFT ENVELOPE BY THE 7<sup>TH</sup> 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	/

(2/3)

<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	X
Hand Sanitizers available and filled	/
Toilet / Shower functioning	/
Appliances in good order	/

(1)

<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	/

(1) LIGHT OUT in Lunch Rm  
 (2) MAIN CABLE (GENERATOR) ON GROUND: DRY ROT?  
 (3) TIRES ON GENERATOR. INSPECTED? ROTATED? DRY ROT?  
 \* SEE REVERSE.

DATE: May 28 2005 BASE: MERLER



Corporation of the County of Essex  
EMERGENCY MEDICAL SERVICES



**MONTHLY WORKPLACE INSPECTION CHECKLIST**  
SUBMIT IN SHIFT ENVELOPE BY THE 7<sup>TH</sup> DAY OF EACH MONTH

Please forward all completed forms to District Chief JOE NARDONE

**HAZARDS:** LOGISTICS ELECTRICAL ROOM  
ROOM WAS FULL OF BINS / BOXES.  
PANELS NOT EASILY ACCESSIBLE  
MAJOR CONCERN.  
GARY TO ADDRESS & CLEAROUT BY  
DAYS END.  
MEMO TO FOLLOW

**COMMENTS / CONCERNS:**

*DAJ*  
*On file Management*



Corporation of the County of Essex  
EMERGENCY MEDICAL SERVICES



**MONTHLY WORKPLACE INSPECTION CHECKLIST**  
SUBMIT IN SHIFT ENVELOPE BY THE 7<sup>TH</sup> 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	/ (1)
Man doors secure	/
Windows functional / secure	/
Outdoor lighting sufficient / functional	/
Outdoor seating / tables	N/A
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	X (2)
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	N/A
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	N/A

<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	/

(1) MAN DOOR STILL STICKING @ TIMES; SEASONAL.  
(2) OR UNSURETY. GIVE NOTICES

DATE: MAY 28 2015

BASE: BROAD HEAD



*Corporation of the County of Essex*  
EMERGENCY MEDICAL SERVICES



**MONTHLY WORKPLACE INSPECTION CHECKLIST**  
SUBMIT IN SHIFT ENVELOPE BY THE 7<sup>TH</sup> DAY OF EACH MONTH

*Please forward all completed forms to District Chief JOE NARDONE*

**HAZARDS:**

**COMMENTS / CONCERNS:**

*DPH*  
*McFarlane Management*