

Company Form

Title: Repackaging Safety and Housekeeping

Number: R12-FM-100-005 Weekly Audit Owner: Ron Hall Revision: 0

Effective Date: 12/28/12 Page: 1 of 4



	Repackaging
Conducted by:	Date Conducted:
Instructions: Check general items as y	res or no - each yes counts as 5%. Address each no in Items to be
Corrected section. Re	eturn completed copy of audit to Quality Department.

General Scored Items	Yes	No	%
Hoses rolled up and/or hung			
Hand tools picked up and/or properly stored			
No trash on floor			
No pallet pieces on floor			
No salt accumulation on floor			
Safety chains properly hooked			
Brooms, shovels, and such properly stored			
Trash cans emptied			
Break room clean and neat			
Bathrooms clean and neat			
Outside smoking area clean			
Parking lot clean			
Electrical panels not blocked			
Recyclables properly stored (Super Sacks, Bags, Cardboard)			
Electrical hazards corrected and/or reported			
Eye wash stations clean and covered			
Eye wash stations inspected			
PPE properly donned			
Area around dumpsters clean			
Employees working safely and following all safety procedures			
TOTAL			



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	Items To Be Corrected	Safety or Housekeeping	Department Responsible	Date Corrected	Initials
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Front Lot					
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Loading Dock					
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Warehouse					
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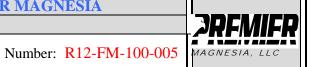


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Effective Date: 12/28/12 Page: 3 of 4



Production Area			
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Break Room			
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Forklift		 	

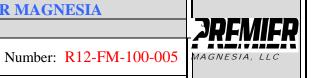


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Observed Items Not Corrected

Instructions: Quality Department will transfer items not corrected from previous audits to this section for management follow-up.

Items To Be Corrected (Include Location)	Date Orig. Observed	Manager Responsible	Date Corrected	Initials