

Section 2

SAFETY INSPECTIONS

2.1 Need for Routine Safety Inspections

Safety inspections are a must in the elevator industry and required by OSHA regulations. Such inspections shall be conducted periodically to identify unsafe work practices and conditions that could injure company employees and/or the employees of others. Reasons for normal inspections include, but are not limited to:

- (a) Normal wear and tear on such items as ropes, slings, scaffold planks, hand tools and PPE.
- (b) Defects, damage and weather conditions.
- (c) Changing conditions and other trades on site.

2.2 Inspecting for Hazards

The Competent Person on the jobsite must be aware of all potential hazards on the jobsite and take immediate corrective action. The following is a sample checklist:

- ☐ Is Company-provided information posted at jobsite (OSHA, emergency phone numbers, warning signs, etc.)?
- ☐ Is the site clean and free of debris? Are materials stored or stacked neatly and a safe distance away from your work area?
- ☐ Are Company-approved first-aid kits on the job? Are they periodically checked and refilled as required?
- ☐ Are emergency first-aid responders readily available or first-aid trained people on the job?
- ☐ Is drinking water available and container plainly marked?
- ☐ Are personnel properly wearing Company-approved personal protective equipment when exposed to possible danger (i.e., gloves, work boots/shoes, hard hats, safety harnesses, safety glasses, goggles, welding hoods, etc.)?

- ☐ Are company fire extinguishers inspected monthly, readily accessible and annual maintenance certificates up-to-date?
- ☐ Are ground fault circuit interrupters (GFCIs) available and in proper use?
- ☐ Are copies of your Company's Hazard Communication (HAZCOM) Program and MSDSs on the site?
- ☐ Are hazardous materials used (i.e., welding and cutting equipment, etc.) stored properly?
- ☐ Are required locks and tags for locking out equipment available and used properly?
- ☐ Are open decks, scaffolds, planking, etc., enclosed with approved guardrails and toeboards or are employees using approved personal fall-arrest systems?
- ☐ Are all elevator hoistways, entrances and escalator wellways properly barricaded with removable guardrails?
- ☐ Are floor openings covered or protected by OSHA compliant guardrails?
- ☐ Are all hand and power tools in safe condition and grounded or double insulated?
- ☐ Are defective tools and equipment tagged with company-approved tags and removed from use?
- ☐ Is hoisting and rigging equipment in good condition and properly rated?
- ☐ Is material handling equipment in good condition and properly rated?
- ☐ Are ladders and scaffolding in good condition and being properly used?
- ☐ Are company-approved warning signs posted where necessary?
- ☐ Do work and common areas have adequate lighting?
- ☐ Are there any site specific hazards i.e., chemical plants, refineries, etc.