

## **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.