

# CAL/OSHA INSPECTION CHECKLIST

## **PRE-INSPECTION:**

- Documentation
- OSHA 300 Log
- Required Postings (See Section 1764)
- IIPP w/ CSP's
- Facility Safety Inspection Records
- MSDS and Inventory Log
- Employee Training Records
- Safety Committee Meeting Minutes
- Handbook
- Personal Protective Equipment and Clothing
- Specific to worksite
- Ear Protection
- Eye Protection
- Hand Protection
- Head Protection
- Body Protection
- Equipment/Machinery
- Guards (grinder, air compressors, etc.)
- Lockout/Tagout
- Fire Extinguishers
- Electrical/Gas Shut-offs Accessible

## **OPENING CONFERENCE:**

- Cal/OSHA Inspector:
- Credentials NAME: \_\_\_\_\_
- Purpose of Inspection:
- Imminent Hazard
- Complaint
- Serious Injury/Fatality
- Other**
- Explanation of Rights
- Designated Departmental Representative or ECC contact
- Time contacted \_\_\_\_\_
- Name of contact \_\_\_\_\_
- Name of Representative \_\_\_\_\_
- ETA \_\_\_\_\_

## **WALKAROUND INSPECTION:**

- Areas Inspected
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- Physical Evidence Collected
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- Documents Collected

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Employees Interviewed

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**CLOSING CONFERENCE:**

Detail of Violations

None

Violations: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Methods of Abatement

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Signature of Attending Employee: \_\_\_\_\_ Date: \_\_\_\_\_