



WORKSITE SAFETY OBSERVATION CHECKLIST

Department: _____

Site Observation Location: _____

Date: _____

This generalized checklist is intended to observe employees in their work environment, in order to identify safe work practices, unsafe conditions, and/or to determine if employees are performing their jobs safely.

- | | Yes | No | N/A |
|--|-----|-----|-----|
| 1. Are employee(s) following established safety polices and procedures?
If no explain; _____ | ___ | ___ | ___ |
| 2. Are employee(s) maintaining proper housekeeping procedures in worksite?
If no explain; _____ | ___ | ___ | ___ |
| 3. Are employee(s) maintaining proper body mechanics in the performance of job duty?
If no explain; _____ | ___ | ___ | ___ |
| 4. Are employee(s) utilizing required personal protective equipment?
If no explain; _____ | ___ | ___ | ___ |
| 5. Are employee(s) performing major job tasks in a safe manner?
If no explain; _____ | ___ | ___ | ___ |
| 6. Are employee(s) operating vehicles and/or equipment in a safe manner?
If no explain; _____ | ___ | ___ | ___ |
| 7. Is equipment properly maintained?
If no explain; _____ | ___ | ___ | ___ |
| 8. Are employee(s) following proper fire safety procedures?
If no explain; _____ | ___ | ___ | ___ |
| 9. Have employee(s) had yearly mandated hazard communication training program?
If no explain; _____ | ___ | ___ | ___ |
| 10. Is employee's worksite considered hazardous?
If no explain; _____ | ___ | ___ | ___ |
| 11. What are the employees' potential hazards at this worksite? _____
_____ | | | |
| 12. Miscellaneous: _____ | | | |

Completed by: _____

Date: _____