



INITIAL WORKPLACE SAFETY CHECK

Company Information	
Company:	Date of Initial Visit:
Contact:	

Safety Processes		
Does the company have a safety manual?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
The company has a drug policy (e.g. does drug testing):	<input type="checkbox"/> Yes	<input type="checkbox"/> No
The company does a background check on driving or criminal background	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Location of MIOSHA posters, LARA posters and other safety and health related material:		

Observations	YES	Action Needed
The company has good housekeeping (e.g. good lighting, clean, adequate aisle size minimum of scrap, materials & tools lying about).	<input type="checkbox"/>	<input type="checkbox"/>
The company has good air quality (absence of visible mist, dust, smoke, or offensive odors)	<input type="checkbox"/>	<input type="checkbox"/>
Noise levels are low enough so that you do not have to shout to be heard 5 feet from another person (or hearing protection is being worn).	<input type="checkbox"/>	<input type="checkbox"/>
There is guarding on machinery so that blades, points, belts, gears and other moving parts are open only for purposes of getting the material (part) to the point of operation.	<input type="checkbox"/>	<input type="checkbox"/>
Equipment which is being worked on is turned off and locked out (look for lockable disconnects on breaker boxes at the machine or on the walls).	<input type="checkbox"/>	<input type="checkbox"/>
Employees are wearing personal protective equipment (PPE = safety glasses, gloves, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Employees appear knowledgeable, comfortable with their work environment and the hazards posed by the work	<input type="checkbox"/>	<input type="checkbox"/>
Management has a sense of pride in their work operations. They want to show you their workplace. They speak of safety in the same way they speak of quality.	<input type="checkbox"/>	<input type="checkbox"/>

WBL Coordinator Signature: _____