

LAFAYETTE COLLEGE

Building Safety Inspection Checklist

Name: _____ Date: _____

Building: _____

Entrances and Exits	Yes	No	N/A	Notes
Are entrances and exits to and from work areas free from obstructions?				
Are exit doors clearly marked?				
Walkways, Floors, and Stairs	Yes	No	N/A	
Are stairs and walkways kept clear of boxes, equipment, cables and other obstacles?				
Is the tread on stairs in good condition and adequate to minimize slipping?				
Is the foot space on each stair adequate?				
Are handrails adequate and in a good state of repair?				
Are stairs in a good state of repair?				
Do stairs have anti-slip materials where warranted?				
Are floors clear of slip and trip hazards, e.g., extension cords, torn carpet, uneven surfaces, cracks, holes, etc.?				
Are walkways clear of trip hazards such as open drawers, boxes, etc.?				
Are walkways and stairs wide enough?				
Are walkways free of oil and grease?				
Are walkways adequately lit and clearly marked?				
Do walkways have unobstructed vision at intersections?				
Storage Facilities	Yes	No	N/A	

Is sufficient storage provided?				
Is there a safe means of accessing high shelves?				
Is storage equipment in good condition and not overloaded?				
Is stored material secured to prevent shifting/falling?				
Are storage areas clean and organized?				
Are racks and pallets in good condition?				
Hazardous Substances	Yes	No	N/A	
Are hazardous substances properly labeled?				
Are hazardous substances properly stored?				
Are all containers labeled?				
Electrical	Yes	No	N/A	
Are all cords, plugs and sockets in good condition, i.e., not frayed, exposed, cracked, etc.?				
Are all electrical items in good condition?				
Emergency Procedures	Yes	No	N/A	
Are emergency exits clearly marked, easy to open and functional?				
Are emergency exit lights operational?				
Are fire extinguishers easily identified and located?				
Are fire extinguishers clear of obstructions?				
Have fire extinguishers been inspected and tagged within the last six months?				
Mechanical Rooms	Yes	No	N/A	
Are mechanical rooms clean and organized?				
Is mechanical equipment functioning properly (no leaks, pooled water, alarm, lights, etc.)?				
Water/Microbial	Yes	No	N/A	
Are walls free of visible water damage and mold growth				
Are ceilings and ceiling tiles free of visible water damage / mold growth?				
Is paint in good condition?				

Comments