**Facility: . . . . . . . . . . . . . . . . . . . Auditor: . . . . . . . . . . . . . . . . . . . Date: . . . . . . . . .**

1. **Chemical:** ✔**/ x**

|  |  |
| --- | --- |
| 1. A master list of all chemicals, solvents and lubricants is in place |  |
| 1. Material Safety Data Sheets are available where materials are being used and up to date |  |
| 1. Appropriate safety containers are being used for chemical and solvent handling |  |
| 1. All containers are clearly labeled with the appropriate content (including trial materials) |  |
| 1. Man showers and eye baths are in place in chemical and solvent areas |  |
| 1. The contents of the emergency spill kit cabinets are clearly identified and regularly checked |  |
| 1. Hazardous and combustible materials are stored away from electrical equipment and ignition sources |  |

1. **Electromechanical:**

|  |  |
| --- | --- |
| 1. All electrical cabinets are locked when not being worked on |  |
| 1. Using improper or unauthorized electrical appliances is prohibited in the facility |  |
| 1. Electrical plugs and wires are in good conditions and inspected for possible damage regularly |  |
| 1. Power sources are disconnected before repairing, lubricating or cleaning any machinery |  |
| 1. Equipment guards are in place and must prevent all access to moving parts |  |
| 1. Equipment guards are secured by a method requiring a tool to remove it |  |
| 1. The facility uses an effective lockout/tagout system during service or maintenance activities |  |
| 1. All electrical cabinets are locked when not being worked on |  |

1. **Environmental:**

|  |  |
| --- | --- |
| 1. Waste is segregated or recycled where possible |  |
| 1. Waste containers are kept closed and secured except when waste is being added or removed |  |
| 1. Efforts are being made to reduce wastage (a waste management plan is in place) |  |
| 1. Efforts are being made to reduce energy and water consumption |  |
| 1. Air emission and water effluent controls are in place |  |
| 1. Air quality and noise level are measured and monitored regularly |  |

1. **More:**

|  |  |
| --- | --- |
| 1. Ladders are in good condition, inspected regularly and used properly |  |
| 1. Ladders are secured (via a locked chain) and only used by authorized and trained personnel |  |
| 1. Permit to work is applied for all work within confined spaces or at height |  |
| 1. Safety alerts and route signs are in place when working on fragile roofs |  |
| 1. Walkways for pedestrians are in place & handrails are in place at slippery floors or at heights |  |
| 1. Signage, hazard warnings and safety instructions are in place at the point of need |  |
| 1. Visual management maps are used to monitored the areas of highly unsafe cases & high risks |  |
| 1. Cranes and forklifts are only operated by authorized and licensed drivers |  |
| 1. The EHS representative is authorized to instruct the workers to follow safety rules |  |

**Comments: . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .**