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ENVIRONMENTAL HEALTH AND SAFETY AUDIT FORM

Location:		Inspected By:	Inspection Date:		
PM Phone #		Insp. Phone #	AN - Action Needed		
General			OK	AN	NA
1	Federal and State postings readily accessible (Employees' right to know, minimum wage, polygraph act)				
2	All emergency telephone numbers posted				
3	OSHA poster displayed (Worker's Right-to-Know)				
4	Current OSHA 300A form displayed				
5	Worker's Compensation reporting policy posted				
6	First aid kit adequately stocked				
7	Did any regulatory agencies visit the project? If yes, what agency and date:				
8	Were reports/results of these inspections submitted in accordance with CWS Standard Oper. Procedures				
9	Is the workplace environment generally positive				
10	Is the SDS binder easy to access?				
11	Are there SDS sheets inside the binder instead of MSDS?				
12	Does Each Team Member have a Safety Binder				
13	Employee Acknowledgment forms signed for all team members (located in Site Specific Binder)				
Accident Reporting			OK	AN	NA
14	Do each of the leaders at this location know Accident Reporting Procedures?				
15	Were there any lost time accidents at this location this month?				
16	If so, were all reporting procedures followed?				
17	Were there any vehicular accidents this month?				
18	If so, were all reporting procedures followed?				
19	Have there been any incidents requiring Workers Comp reporting this month?				
20	If so, were all reporting procedures followed?				
21	Are Reporting Records being kept in a folder or binder?				
Training and Recordkeeping			OK	AN	NA
Are the following programs (if applicable) readily accessible and do all leaders at the site know where they're located?					
22	Written Hazard Communication Program				
23	Written Respirator Program				
24	Written Confined Space Entry Program				
25	Written Emergency Response and/or Action Plan and Evacuation Plan				
26	Records of Monthly Safety meeting sign-in sheets being kept				
27	Training certificates kept for all provided safety trainings				
28	Last date of documented Monthly Safety meeting:				
Machinery and Equipment			OK	AN	NA
29	Machine guards used for hazardous equipment				
30	Are any rotating/moving parts exposed to where a hazard is created?				

31	Appropriate safety signage on equipment?			
32	Does any signage need to be replaced: note the sign			
33	Do you have specific safety equipment needs? If yes, please list.			
34	Any noticeable safety violations on equipment?			
35	Are all vehicle, jib & overhaed cranes inspected annually date:			
36	BMP- Are cranes,hoists, and beams clearly load rated (beams on both sides)?			
37	Any visible cable fraying or other damages?			
38	Do crane controllers have clearly labeled buttons/levers?			
Vehicles		OK	AN	NA
39	Insurance and tag registration current on all vehicles?			
40	Evidence of Vehicle inspection records completed and easy to access			
41	All maintenance records accessible and kept current (eg. oil change, tire rotations, etc)			
42	Fire extinguisher and first aid kit located inside vehicles?			
43	Are all lights, signals and horn in working condition?			
44	Trailers- working lights and pigtail wiring in good condition?			
Housekeeping		OK	AN	NA
45	All aisles and walkways unobstructed			
46	All exits marked and unobstructed			
47	Are there blind spots/obstructed views in the parking lot?			
48	No smoking areas posted			
49	Trashcans and other waste containers emptied			
50	Warning and caution signs posted where necessary			
51	Chains and signage used to block off fall hazards over pits, stairs, ladders, floor openings etc			
52	Clean restrooms			
53	Floors free of trip hazards such as holes, non level grating and any other obstacles			
54	Outside Housekeeping up to CWS standards (eg. Is the grass cut?)			
Protective Equipment		OK	AN	NA
55	Safety glasses worn when required			
56	PPE such as goggles, clothing, aprons, boots etc. used when dealing with corrosive/hazardous materials			
57	Proper work shoes worn in all areas			
58	Hard hats worn in all required areas			
59	Hearing protection worn in posted/required areas			
60	Appropriate respiratory potection used where required such as cloth, half and full face masks			
61	Emergency showers and eyewash stations clearly marked and unobstructed			
62	Monthly emergency showers and eyewash station tested			
Fuel Storage/ Filling Stations		OK	AN	NA
63	Fuel station locked or secured (can be on a vehicle or located on the grounds)			
64	Fuel station fire extinguisher charged and inspected monthly			
65	Fuel hose and shutoff valve in good condition			
Fire Prevention		OK	AN	NA
66	Approved fire extinguishers securely mounted, location identified with signage and access clear			
67	Monthly fire extinguisher inspections documented			
68	Annual extinguisher inspections conducted by a certified inspector & Date of last:			
69	Approved safety containers labeled Flammable for flammable liquids up to 25 gallons, not in a cabinet			
70	Approved storage of flammable liquids such as cabinets and grounding cabinets for 25 -60 gallons			

71	More than 60 gallons of paint, oils and fuel in a separate, ventilated room			
Electrical Systems		OK	AN	NA
72	Electrical control panels unobstructed with a minimum 3ft clearance surrounding them			
73	Electrical control boxes/switches and circuit breakers and fuses labeled and clearly identified			
74	Are panels kept closed?			
75	Lock/out tagout center or box with tags being used			
76	Fire extinguisher in all MCC rooms			
77	Is there storage occurring in electrical rooms ? No organic materials such as paper products			
78	GFCI outlets in all wet locations			
79	Yearly GFCI testing completed and documented on date: 			
80	Electrical equipment in good repair and not damaged-boxes, conduit, switches etc.			
81	Electrical cords in good repair-plugs installation, grounding prongs			
82	Extension cords out of heavy traffic areas			
83	Extension cords not being used as permanent wiring			
84	Are there back up generators on site that are locked if in an open, non secured area?			
85	No storage of gas or oil inside the generator			
86	Fire extinguisher within 30 feet of the generator			
87	Generator housing in good condition? No openings exposing the equipment to the elements etc			
88	Monthly emergency lighting test documented on date: 			
Emergency Plans and Spill Control		OK	AN	NA
89	Emergency Spill Plan available for review			
90	Emergency numbers posted in areas where spills are likely			
91	Spill materials available- pillow, sand, recovery drum etc.			
Bulk Chemical Receiving, Storage and Containment Area		OK	AN	NA
92	Cracks, spars, leaks or other suspected weaknesses on tanks			
93	Chemical tank heaters in good operating condition			
94	Outside tanker connections locked or secured in a lockable enclosure when not in use			
95	Are all tanks, containers etc labeled with the chemical they contain?			
96	Appropriate chemical warning signage?			
97	Water faucet for cleanup at or near receiving is in working condition			
98	Gas detector controller or level indicator display for proper readout operating proper			
99	Calibration of gas or leak detection instrumentation per the manufacturer's instruction 			
Material Handling and Storage		OK	AN	NA
100	Storage in a locked area			
101	Are oxygen and acetylene cylinders stored at least 20 feet apart?			
102	Chemical containers labeled with name and hazard information			
103	Separate storage of incompatible chemicals- acids, caustics, flammables			
104	Compressed gas cylinders individually secured			
105	All cylinders, except for the ones on the scales, clearly labeled as Empty or Full			
106	Wrenches being kept on valve stems for easy shut off			
107	Working Leak Detection System?			
108	All required PPE located near but not in the same room as the chlorine cylinders			
109	All PPE is up to date			
110	Compressed gas cylinders stored away from flammable materials			
111	Working exhaust fan located at or near floor level in Chlorine room			

112	Load limits displayed for all floors where storage occurs above ground level			
113	Trailer chocks and dock-plates used at loading docks			
114	Chemical pipes labeled			
115	Proper manual lifting techniques exhibited			
Tank, Lift/Pump Station Sites		OK	AN	NA
116	Site secured with a locked fence			
117	Federal Signage posted			
118	CWS contact information posted			
119	Locked Ladder Guard			
120	Electrical Panels locked			
121	If there is a booster pump station - Is a fire extinguisher inside			
122	Area free of debris , grass cut, weeds removed			
123	Check gas detector controller or level indicator display for proper readout			
124	Calibrate gas or leak detection instrumentation per the manufacturer's instruction date:			
Clarifiers, Digestors and Surge Basins		OK	AN	NA
125	Life Rings			
126	Grating in good condition, no trip hazards			
127	All openings blocked off with railings or chains			
Mechanical Pits, Vaults, Doppler Meter Pits, Valve Pits		OK	AN	NA
128	Locked if accessible to the public			
129	BMP of Confined Space Signage- 4 ft or greater, limited entry/egress, not for continuous occupancy			
Compliance		OK	AN	NA
130	Where there any permit violations for the previous month?			
131	Has the violation(s) been reported to your Environmental Agency?			
132	Was the CWS violation reporting Policy followed?			