

SAFETY ASSESSMENT CHECKLIST

Entrances and Exits	Yes	No	N/A	Comments
Non-slip surfaces with appropriate doormats and free of obstruction				
Free of leaves, debris, snow and ice				
Responsibility has been assigned to check and maintain				
Flooring in good condition, free of defects and foreign objects				
Changes in floor level are highlighted or marked				
Wet floor signs available and used				
Responsibility assigned to clean up tracked-in water or spills				
Bathrooms floors kept dry				
Carpeting/mats torn, buckled or lifted?				
Doormats provided during wet weather				
Non-slip wax used on slick surfaces (tile, marble)				
No storage in hallways				
No cords pass across walkways				
All lighted exit signs functional				
All emergency exits properly marked and unobstructed				
All exit doors unlocked when building is occupied				
All exit doors operate easily				
All exit doors open outward				
Exits cleared of obstructions and accessible				
No decorations obstruction exit signs or exit ways				

Inspection Completed By: _____

Date: _____