## Probation and Parole Health and Safety Inspection Checklist

| Health and Safety Inspection Checklist  Month: Inspected by:                         |          |           |           |   |  |  |  |
|--|----------|-----------|-----------|---|--|--|--|
| Submitted to (Administrator of Community   | Correcti | ons or D  | esignee   | ):  |  |  |  |
| Forward this report with corrective action to the                                    | Environm | ental Hea | lth and S | afety unit and administrator of Probation and |  |  |  |
| Parole Services.  I. Chemicals   |          |           |           |   |  |  |  |
| I. Chemicals   | Yes      | No        | N/A       | Comments                                      |  |  |  |
| Each chemical has a SDS and it must be   |          |           |           |   |  |  |  |
| located in each place where chemicals are  |          |           |           |   |  |  |  |
| stored.  |          |           |           |   |  |  |  |
| Chemicals are disposed of in accordance  |          |           |           |   |  |  |  |
| with the manufacturer's SDS.   |          |           |           |   |  |  |  |
| The inventory log is updated continuously.  All bottles are labeled with the correct |          |           |           |   |  |  |  |
| chemical.  |          |           |           |   |  |  |  |
| Chemicals are stored appropriately (special  |          |           |           |   |  |  |  |
| storage for flammables in flammable  |          |           |           |   |  |  |  |
| cabinet).  |          |           |           |   |  |  |  |
|  |          |           |           |   |  |  |  |
| II. Storage  |          | 1         |           |   |  |  |  |
|  | Yes      | No        | N/A       | Comments                                      |  |  |  |
| Storage is 24" from ceiling when there is no   |          |           |           |   |  |  |  |
| fire suppression system.  Storage is 18" from the fire sprinkler head                |          |           |           |   |  |  |  |
| when there is a fire suppression system.   |          |           |           |   |  |  |  |
|  |          | ı         |           | l   |  |  |  |
| III. Fire Extinguishers  |          |           |           |   |  |  |  |
|  | Yes      | No        | N/A       | Comments                                      |  |  |  |
| Extinguishers are in designated locations as   |          |           |           |   |  |  |  |
| reflected on the Evacuation Plan.  |          |           |           |   |  |  |  |
| Annual inspection and tag by a licensed fire service current.                        |          |           |           |   |  |  |  |
| Checked and signed monthly, fully charged-   |          |           |           |   |  |  |  |
| (in green area).   |          |           |           |   |  |  |  |
| Zip tie with tag attached and pin.   |          |           |           |   |  |  |  |
| There is no physical damage, corrosion,  |          |           |           |   |  |  |  |
| leakage, or clogged nozzle.  |          |           |           |   |  |  |  |
| Three foot clearance around and in front of  |          |           |           |   |  |  |  |
| extinguisher.  Mounted on wall.  |          |           |           |   |  |  |  |
| Access/visibility is not obstructed.   |          |           |           |   |  |  |  |
| Access/visibility is not obstructed.   |          |           |           | <u> </u>                                      |  |  |  |
| IV. Safety/Sanitation  |          |           |           |   |  |  |  |
| ,  | Yes      | No        | N/A       | Comments                                      |  |  |  |
| Each area has an evacuation plan that  |          |           |           |   |  |  |  |
| represents the correct exits, both primary   |          |           |           |   |  |  |  |
| and secondary, and is mounted/placed in  |          |           |           |   |  |  |  |
| the orientation of the location (overhead or   |          |           |           |   |  |  |  |
| garage doors cannot be a designated exit). "You are here" is clearly marked on the   |          |           |           |   |  |  |  |
| evacuation map.  |          |           |           |   |  |  |  |
| Exits are marked with a sign with letters that                                       |          |           |           |   |  |  |  |
| are at least 6".   |          |           |           |   |  |  |  |
| Emergency lights work (push test button and  |          |           |           |   |  |  |  |
| ensure lights illuminate exit path).   |          |           |           |   |  |  |  |
| Entry and exit paths are not blocked.  |          |           |           |   |  |  |  |
| Exit doors and stairways are not blocked.  |          |           |           |   |  |  |  |
| Stair treads are in good condition and stairways have rail barriers or are enclosed. |          |           |           |   |  |  |  |
| Area is clean and free of unused/abandoned   |          |           |           |   |  |  |  |
| equipment/debris.  |          |           |           |   |  |  |  |

## Probation and Parole Health and Safety Inspection Checklist

| Yes | No  | N/A                    | Comments                           |
|-----|-----|------------------------|------------------------------------|
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
| Yes | No  | N/A                    | Comments                           |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
| Yes | No  | N/A                    | Comments                           |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
| Yes | No  | N/A                    | Comments                           |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     |     |                        |                                    |
| Yes | No  | N/A                    | Comments                           |
|     |     |                        |                                    |
|     |     |                        |                                    |
|     | Yes | Yes No  Yes No  Yes No | Yes No N/A  Yes No N/A  Yes No N/A |

DOC 130107C (R 09/22)