

Brownsville Independent School District Workplace Exposure Assessment Checklist

Inspector: _____ Date: _____	In Place YES/NO	Remarks:	Maintenance Request Number:	Pg. 1 Complete Date:
Welding Shop				
1. Inside Welding Areas:				
• Drill Press anchored/safety shield				
• Air/water hoses				
• Oxygen/Acetylene cylinders/capped/secured		Back-flash arrestors in place		
• Fire Extinguisher & signs				
• Table vises/anchored/condition of vise teeth				
• Housekeeping				
• Overhead lighting				
• Ladders				
• Fans/cords/switches/guarding				
• Outside/Inside panel box clearance				
• Eyewash station				
• Restrooms				
• Masonry saw safety guards/switches				
• Condition of hand/power tools/guards				
• Pipe stands				
• First Aid kit/fire blanket				
• Walkways clear				
• Retractable electrical cords				
Comments:				

Welding Shop	In Place Yes/No	Remarks:	Maintenance Request Date:	Pg. 2 Complete Date:
2. Inside Welding Room:				
• Extracting fans				
• Lincoln welder/cables/clamps/hoods/lens				
• Pedestal grinder/tool rest/safety shield/wheel/brush				
• Refrigerator clean				
• Microwave sign				
• Housekeeping				
• Doors locked				
Comments:				
3. Outside Welding Dept. Paint room				
• Air compressor belt guards				
• Fans/cords frayed/screen				
• Paints stored in cabinets				
• Overhead lighting				
• Housekeeping				
Comments:				

	In Place Yes/No	Remarks:	Maintenance Request Date:	Pg. 3 Complete Date:
4. Outside Area				
<ul style="list-style-type: none"> • Pipe storage racks 				
<ul style="list-style-type: none"> • Pavement surface/parking 				
Comments:				
5. Gravel/Sand Pit Area				
<ul style="list-style-type: none"> • Gravel/sand containment 				
<ul style="list-style-type: none"> • Safety glasses/dust masks worn/PPE 				
<ul style="list-style-type: none"> • Cinder block storage 				
Comments:				
6. Maintenance Warehouse/Lumber storage Area #3:				
<ul style="list-style-type: none"> • Gates closed/locked 				
<ul style="list-style-type: none"> • Overhead lighting 				
<ul style="list-style-type: none"> • Fire extinguisher 				
<ul style="list-style-type: none"> • Exit sign 				
<ul style="list-style-type: none"> • Housekeeping 				
<ul style="list-style-type: none"> • Ladder storage 				
<ul style="list-style-type: none"> • Walkway clear 				
Comments:				

	In Place Yes/No	Remarks:	Maintenance Request Date:	Pg. 4 Complete Date:
7. Events Storage Room Area:				
• Lighting				
• Item storage				
• Power tools				
• Gates closed/locked				
• Housekeeping				
• Fire extinguisher				
Comments:				

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Maintenance Department Date:	IN PLACE YES/NO	REMARKS:	Maintenance Request Number:	Pg. 1 Complete Date:
Inspector:				
8. Lumber Warehouse Room:				
• Aisle clearance				
• Housekeeping				
• Ladders				
• Paint storage				
• Ladder storage				
• Lighting				
• Battery charging area clear				
• Forklift checklist				
• Fire extinguisher and signs				
• Fire storage rack stacking				
• Ventilation				
Comments:				

Brownsville Independent School District Workplace Exposure Assessment Checklist

Maintenance A/C Tool Room Dept.	Date	In Place YES/NO	Remarks:	Maint. Request Number:	Page 1 Complete Date:
Your Name:					
1. Air Conditioning Storage Room:					
• Product storage stacking					
• Doors locked					
• Storage racks sturdy					
• Fire Extinguisher & Exit signs					
• PVC Tubing Properly Stored					
• Housekeeping					
• Inside lighting					
• Ladders					
• Security lights/cameras					
Comments:					
2. Tool Room Loaner Storage Area:					
• Gate closed/locked					
• Shelving racks sturdy					
• Ladders Stored Properly					
• Walkway Clearance					
• Fire Extinguisher					
• Trip/Falls Clear					
• Electrical in Good Condition					
• Overhead Lighting Shielded					
• Equip. operation/safety switches/protective guards					
• Housekeeping					
Comments:					

Brownsville Independent School District Workplace Exposure Assessment Checklist

Maintenance Department Mechanic Garage Date:	In Place YES/NO	Remarks:	Maint. Request Number:	Pg. 1 Complete Date:
Inspector: _____				
1. Garage Area:				
• Retractable air hose/elec. cords				
• Hydraulic jacks/oil/ton cap. rate				
• Grinder//brush/ wheel/glasses		Guards and Tool Holder to 1/8 inches		
• Fire Extinguisher & signs				
• Electrical Cords/frays				
• Electrical Panel box/switches		Clear of obstructions		
• Drill Press/anchored/face shield				
• Wash parts tank/gloves/glasses				
• Spill containment for oil/MSDS				
• Chemical storage/I.D./MSDS				
• Extension cords frayed				
• Table vise/anchored/worn teeth				
• Hydraulic Vehicle lift/hoses				
• Tire changer station/glasses				
• First Aid Kit		Completely full		
• Jack stands condition				
• Walkway clear		Four feet wide minimal		
• Exit Signs/Lights				
• Hand tools condition				
• Air compressor/belts/guarding				
• Walkway markings				
• Garage lights				
• Eyewash station clean		Last inspection		
• Wheel chocks				
Comments:				

Maintenance Mechanic Garage	In Place Yes/No	Remarks:	Maint. Request Number:	Pg. 2 Complete Date:
2. Shop Area				
• Chains/links				
• Freon tanks/hoses/valves				
• Robinair/AC/switches/hoses				
• Refrigerator clean				
• Overhead Doors				
• Housekeeping				
Comments:				
3. Battery Charging Area:				
• Fire Extinguisher and Signs				
• Charging cables clean				
• PPE/gloves/apron/face shield				
• Housekeeping				
• Ventilation				
• Battery caps uncapped				
Comments:				

Maintenance Mechanic Garage:	In Place Yes/No	Remarks:	Maint. Request Number:	Pg. 3 Complete Date:
4. Upstairs Storage Area:				
• Area fenced to reduce a fall				
• Stairway clear				
• Walkway marked/visible				
• Parts storage orderly				
• Floor clear				
• Housekeeping				
• Fans/cords/screens				
• Use Handrail sign posted				
Comments:				
5. Outside Area:				
• Parking area				
• Outside area clean				
• Condition of Premise Fencing				
• Soil contamination				
• Waste oil storage & containment				
Comments:				

Maintenance Small Engine Repair Dept.	In Place Yes/No	Remarks:	Pg. 1	Complete Date:
Inspector:	Date:		Maint. Request Number:	
1. Repair Area:				
• Lighting/Illumination		Lens in place		
• Product storage		Oils, grease		
• Walkway clear				
• Employee PPE		Safety Glasses and Ear Plugs		
• Housekeeping				
• Hand tools				
• Jack stands				
• Air compressor/belts/guards/hose				
• First Aid kit				
• Shelving				
• Housekeeping				
• Refrigerator		Clean		
• Fire Extinguisher & sign				
Comments:				
2. Parts Room:				
• Fire extinguisher and signs				
• Parts storage				
• Lights				
• Unobstructed Door				
• Floor clear				
• Housekeeping				
• Ladders		In good shape		
• Fans/cords/frays				
Comments:				

Maintenance Small Engine Repair Dept.:	In Place Yes/No	Remarks:	Maint. Request Number:	Pg. 2 Complete Date:
3. Outside Area:				
• Security fence				
• Trip Hazards				
• A-frame engine stand				
• 2 ton winch/chains				
• Chains/links				
• Housekeeping				
Comments:				
4. Fuel Yard:				
• Kerosene tank/condition/labeled				
• Diesel tank condition/labeled				
• Mineral spirits tank/condition/label				
• Fuel hoses condition				
• Fuel handle in holding hanger				
• PPE/face shield, gloves, apron				
• Stationary ladder condition				
• Fuel containment area				
• MSDS				
• Housekeeping/fuel spills				
• No Smoking Sign				
12-09-03				