

Gymnasium Area Safety Checklist

Building _____ Department _____ Room(s) _____ Contact Person _____

Inspection Performed by _____ Date: _____

				Y	N	N/A	References
Gymnasium Space							
1	Free of stored furniture/boxes/equipment along perimeter walls & corners						29CFR1926.250
2	Floors are clean and dry						29CFR1910.22
3	Floors are clear of objects which may be tripping/slipping hazards						29CFR1910.22
4	Floor plates are secure in floor, hooks and plate in good condition & flush with floor						29CFR1910.22
5	Floor plates for removable posts are flush with the floor						29CFR1910.22
6	Hooks, pulleys and ratchet in good condition on netting equipment						29CFR1926.251
7	Items stored standing up are secured to the wall						29CFR1910.176
8	Are all entrance and exits free of obstructions						29CFR1910.36
9	Does the hardware on all inside and outside doors work properly						29CFR1910.36
10	Are there no doorknobs or protruding handles on the gym side of the door						29CFR1910.22
11	Are indoor and outdoor stairs clear of obstacles						29CFR1910.22
12	Are indoor and outdoor stair treads in good condition						29CFR1910.22
13	Are railings secured						29CFR1910.29
14	Ceiling tiles and mesh on lights are secure						29 CFR1910.37(a)(4);
15	Immovable obstructions are padded						OSHA General Duty Clause section 5(a)(1)
16	Walls are free of protruding hooks and nails						29CFR1910.22
17	All outlets, switches, registers etc. which pose an unreasonable hazard must be padded or flush with wall surface						29 CFR1926.403(b)(2)
18	Bleachers are free of protruding nails, splinters and cracked wood						OSHA General Duty Clause section 5(a)(1)
19	Collapsible bleachers should be stored flush with wall, secured and stable						29CFR1910.212(b); OSHA General Duty Clause section 5(a)(1)
20	Are pinch/squeeze points on bleachers remedied as best as possible						OSHA General Duty Clause section 5(a)(1)
21	Are the people responsible for moving bleachers aware of the hazards						29CFR1910.1450(f)(1)
22	Mats are free of tears and wearing						29CFR1910.22
23	The foam in mats is in good condition						29CFR1910.22
24	Velcro fasteners continue to stick						OSHA General Duty Clause section 5(a)(1)

25	Signs posted indicating that eye protection is mandatory for racket ball courts			29CFR1910.132
26	All equipment is in good repair and working order			OSHA General Duty Clause section 5(a)(1)
27	Any equipment that isn't suitable for use is flagged, repaired, or removed			OSHA General Duty Clause section 5(a)(1)
28	Items in storage room are properly stored			29CFR1910.176
29	First aid kit that is properly stocked is available at all times			29CFR1910.151
30	Somebody with First Aid training is on premises during all events			29CFR1910.151
31	Proper procedures are followed when an injury occurs? (<i>first aid record, injury report form</i>)			University Risk Management Policies/Procedures
32	Is temperature, lighting, and ventilation adequate			Section 5(a)(1) of the OSHAct;29CFR1910.94
33	Are ropes or barricades used to block persons from going behind/underneath bleachers when in use			OSHA General Duty Clause section 5(a)(1)
34	Are sufficient precautions taken to prevent injury when using the baseball cage? (<i>rope, signs, cage in good repair</i>)			OSHA General Duty Clause section 5(a)(1)
35	Do persons working within the facility understand their safety responsibilities			29CFR1910.1450(f)(1)
Weight room				
1	Is there adequate space for proper use of all equipment			29CFR1910.22(b)(2)
2	Is drinking water available			29CFR1910.141
3	Is temperature and ventilation adequate			OSHA General Duty Clause section 5(a)(1)
4	Is equipment assembled by those who are trained to do so, and following precise manufacturer recommendations			29CFR1910.1450(f)(1)
5	Is equipment secured to floor where needed			29CFR1910.212(b)
6	Are free weights stored properly			29CFR1910.176
7	Are cleaning materials available for equipment after use			29CFR1910.141
8	Is faulty or broken equipment flagged or removed immediately			OSHA General Duty Clause section 5(a)(1)
9	Are specific facility rules posted so that users are aware of what is expected of them			OSHA General Duty Clause section 5(a)(1)
10	Are mirrors and shelves adequately secured to the wall			OSHA General Duty Clause section 5(a)(1)
11	Is flooring in good repair			29CFR1910.22
12	Are mats in good repair			29CFR1910.22

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13	Are ceiling tiles in good repair/condition				29CFR1910.37(a)(4)
14	Is lighting adequate				29CFR1926.56(a)
15	Is the weight room supervised at all times				OSHA General Duty Clause section 5(a)(1)
16	Is equipment regularly inspected for loose bolts, smooth operation, worn cables or straps etc.				OSHA General Duty Clause section 5(a)(1)
Manuals, Training, SOPs, SDSs, Occ. Health					
1	Appropriate safety manual(s) available.				29CFR1910.1450(e)(2)
2	Standard Operating Procedures & Safety Data Sheets readily available.				29CFR1910.1450(e)(3)(i) & 1910.1200(g)(11)
3	Applicable initial/refresher training completed.				29CFR1910.1450(f)(1)
4	Personnel in occ. health program, if required.				29CFR1910.1450(e)(3)(iii)
Safety Equipment and Emergency Preparedness					
1	Eyewash & safety shower shall be available.				29CFR1910.151(c)
2	Eyewash & safety shower unobstructed and inspected as required.				ANSI/ISEA Z358.1 - 2014 {7.5.5. & 4.6.5.}
3	Emergency contact information posted by entrance (and by phone if present).				29CFR1910.1450 App A.D. (Signs)
4	Appropriate spill control kit available and stocked (Chem, Rad, Bio).				29CFR1910.151(b)
5	Spill & accident reporting procedures understood by lab personnel.				29CFR1910.120
6	Appropriate first aid kit available and stocked.				29CFR1910.151(b)
Electrical Safety					
1	Extension cords are not used as permanent wiring.				NFPA 70
2	Extension cords and power strips not daisy-chained one to another.				29CFR1910.303(b)(2), 1926.403(b)(2)
3	Electrical cords not under carpets/rugs, through doorways, or high traffic areas.				NFPA 70
4	Multi-outlet power strips are UL listed and have circuit breakers.				UL1283
5	Power cords are in good condition with no splices or broken insulation.				29CFR1926.405(a)(2)(ii)(I)
6	Grounding prongs not removed from 3-way plugs.				29CFR1926.405
7	Outlet, switch and junction box covers are in place and in good repair.				NFPA 70E: 215.1
8	Circuit breaker panels and emergency shut offs unobstructed and labeled.				NFPA 70E: 205.8, 205.10 & 205.11
9	Electrical outlets not overloaded with appliances, i.e. splitters used.				29CFR1910.304(b)(4)

10	Ground Fault Interrupters installed, labeled and operating correctly.			29CFR1910.304(g)(6)(vi)(c)(5); NFPA70,210.8(A)&(B)
11	Energized parts, circuits, and equipment guarded against accidental contact.			NFPA 70E: 205.6
Fire Prevention and Protection				
1	Fire extinguishers properly mounted, located, and identified.			29CFR1910.157(a)(1)
2	Fire extinguishers adequate in number and type.			29CFR1910.157(a)(4)
3	Fire extinguishers inspected, recharged, and maintained as required.			29CFR1910.157(a)(1)
4	Fire aisles, exit ways, stairways, and fire equipment kept unobstructed.			29CFR1910.36(b)(1) & 36(b)(4)
5	Exit lights properly illuminated and emergency lighting operable.			29CFR1910.36(b)(2)
6	Fire doors not blocked open or are on magnets connected to fire alarm system.			NFPA 105: 5.5
7	Flammable liquids stored in approved safety cans.			29CFR1910.106(d)(2)(i)
8	Flammable liquid containers kept closed when not in use.			29CFR1910.106(e)(2)(ii)
9	Flammable liquids of 25 gallons or more stored in flammable storage cabinet.			29CFR1926.152(b)(2)
10	Flammable storage cabinets labeled "Flammable - Keep Fire Away."			29CFR1926.152(b)(2)(iii)
11	Connections on drums and combustible liquid piping leak free.			29CFR1910.106
12	Flammable liquid drums grounded and bonded to containers when dispensing.			29CFR1926.152(k)(3)(iii) &29CFR1926.152(e)(2)
13	Proper storage of flammable/combustible materials to reduce risk of fire.			29CFR1910.106, 152; NFPA 30, 45
14	Fire extinguishers undergone annual maintenance inspection.			29CFR1910.157(e)(3)
15	No penetrations through walls or ceilings and all ceiling tiles are in place.			NFPA 70, Article 300-21; 29CFR1910.37(a)(4); NFPA 101
16	Sprinkler heads clean and no storage within 18 inches (24 inches non-sprinklered)			NFPA13: 8.6.6.1
17	Sprinkler heads protected by metal guards when exposed to physical damage.			NFPA13: 6.2.8
General & Miscellaneous Safety				
1	Hand washing sink, soap and towels available.			29CFR1910.141(d)(2)(iii) & (iv)
2	Sink faucets with backflow device or attached hoses above sink rim.			HHS Publication (CDC)21-1112 (12/2009)
3	Heavy objects stored at mid-body height, unless secured and stepladder provided.			OSHA 2236
4	Stepladder or stepstool available & in good condition for high storage access.			29CFR1926.1053(a)(1)(i)
5	Appropriate signs posted (First aid kit, safety shower, fire extinguisher, etc.).			29CFR1910.145
6	Proper handling & disposal of broken glass & sharps.			HHS Publication (CDC)21-1112 (12/2009)
7	Batteries charged in properly ventilated area away from sparks and flames.			29CFR1926.441(a)(1)
8	Work practices observed during inspection done safety.			University Safety Policy & Procedures
9	No food or beverages unless adequately separated from hazard areas.			HHS Publication (CDC)21-1112

				(12/2009);29CFR1910.141(g)(2)
10	Benchtops impervious to water and resistant to chemicals.			OSHA 3404
General Work Environment & Indoor Air Quality				
1	All areas properly illuminated. Glare and reflections avoided.			29CFR1926.56
2	Noise levels are within acceptable limits or engineering controls established.			29CFR1910.95(c)
3	Areas with high noise levels posted and hearing protection required to be used.			29CFR1910.145
4	Work areas clean, sanitary, and orderly. (garbage disposed properly, etc.)			29CFR1910.141(a)(3)(ii)
5	Work area properly ventilated for type of equipment or chemicals in use.			29CFR1910 Subpart G
6	Vacuum systems used when possible instead of blowing or sweeping dusts.			NFPA 654,61,484,664 & 655
7	Temperature and humidity seem to be within acceptable ranges.			OSHA 3430-04 (2011)
8	Areas free of visible fungal/mold growth and associated odors.			OSHA 3304-04N (2006)
9	Walls ceilings, floors free of signs of mold or moisture damage.			OSHA 3304-04N (2006)
10	Air intake areas free of odor causing materials or hazardous chemicals.			OSHA Technical Manual, Section III: Ch. 2
Personal Protective Equipment (PPE)				
1	Appropriate eye/face protection is available and used if hazard present.			29CFR1910.133(a)(2)(i)
2	Appropriate hand protection is available and used if hazard present.			29CFR1910.138
3	Appropriate hearing and foot protection available and used if hazards present.			29CFR1910.95;1910.136 & 1910.94(a)(5)(v)(a)
4	Protective clothing - coveralls, aprons, gowns, etc. available & used if needed.			29CFR1910.1030(d)(3)(i)
5	Protective clothing and gloves removed before leaving lab.			29CFR1910.1030(d)(3)(vii)
6	Non-disposable protective clothing laundered on site or by commercial service.			29CFR1910.1025(g)(2)(ii)
7	Approved respirators available and used if needed.			29CFR1910.134(a)(2)
8	Respirator users medically certified, properly trained and fit tested.			29CFR1910.134(a)(3)
9	PPE is properly stored, clean and in good condition.			29CFR1910.134(b)5-(b)7