



# Environmental, Health, and Safety (EHS) Checklist

21 Jul 2022 / Rosmarie Manameda

Complete

Score	0 / 0 (0%)	Flagged items	24	Actions	1
<b>Site conducted</b>	Marked as 'my site is not listed here'				
<b>Inspector</b>	Rosmarie Manameda				
<b>Conducted on</b>	21 Jul 2022 4:24 PM CST				
<b>Location</b>	Arkansas, USA (34.5573549, -92.28634029999999)				

**Flagged items & Actions**

24 flagged, 1 action

**Flagged items**

24 flagged, 1 action

General Facility / AISLES/EXITS/EGRESS

**Are exits marked, free of debris and readily accessible at all times?**

No

Exit is blocked with garbage containers. It's been a week.



Photo 1

**To do** | Priority: High | Due: 28 Jul 2022 5:33 PM CST | Created by: Ros Manawis

Exit is blocked with garbage containers. It's been a week.

REMOVE BLOCKAGE ASAP

General Facility / AISLES/EXITS/EGRESS

**Are doors not used for egress (closets, offices, etc) that could incorrectly be thought to be an exit labeled "NOT AN EXIT?"**

No

General Facility / COMPRESSED GAS CYLINDERS

**Are cylinders legibly marked to clearly identify the gas contained?**

N/A

Currently covered up.

General Facility / COMPRESSED GAS CYLINDERS

**Are flammables and combustibles stored properly?**

No

Some are stored properly, some aren't and are just exposed on the floor.

General Facility / EMERGENCY, HEALTH, AND SAFETY INFORMATION

**Are sign for emergency numbers, routes, and evacuation plans posted?**

No

Everyone has the numbers on their IDs, but they are not posted publicly in the building.

General Facility / EMERGENCY, HEALTH, AND SAFETY INFORMATION

**Are the Evacuation Coordinators and PI/Safety Designates assigned?**

N/A

Currently being changed.

General Facility / EMERGENCY, HEALTH, AND SAFETY INFORMATION

**Do employees know who their Evacuation Coordinators and PI/Safety Designates are?**

N/A

General Facility / EMERGENCY, HEALTH, AND SAFETY INFORMATION

**Does the Evacuation Coordinators have their numbers**

N/A

**readily available, functional?**



General Facility / EMERGENCY, HEALTH, AND SAFETY INFORMATION

**Is a copy of the Emergency Action Plan (EAP) for the area available for employees to read?**



Only in their IDs.

General Facility / FIRE PREVENTION

**Is there a minimum 24 inches clearance between storage and sprinkler heads?**



Not all sprinklers are installed yet

General Facility / FIRE PREVENTION

**Are fire sprinkler heads unobstructed and free of dirt and corrosion?**



Not all sprinklers are installed yet

General Facility / FLAMMABLES/COMBUSTIBLES

**Are desk/work and storage areas clean, organized, and sanitary?**



Many are but some aren't. Mostly those in Hall A are unclean.

General Facility / FLAMMABLES/COMBUSTIBLES

**Are trash containers (large 55 gallon) covered?**



The ones outside the building are open.

General Facility / CLEAN AIR ACT COMPLIANCE

**Are any solvent contaminated rags lying about in the work area?**



General Facility / CLEAN WATER ACT COMPLIANCE

**Are spills and leaks attended to and reported when required?**



Not always. Some clean it up instead of reporting.

General Facility / HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE

**(i.e., returnable towels, coolant sludge, composite waste, fluorescent lamps)?**



General Facility / HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE

**Are trash cans free of hazardous waste?**



General Facility / HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE

**Are trash cans free of scrap metal?**



General Facility / EQUIPMENT

**No aluminum found in grinding wheel surface?**



General Facility / EQUIPMENT

**Are fans inspected annually for damage (cracked blades, guards, cords, etc)?**

N/A

Currently done monthly.

General Facility / ERGONOMICS

**Ergonomic problems observed with workstation, keyboard, posture, or work habits**

No

General Facility / ERGONOMICS

**Are mechanical lifting aids available for heavy or awkward items?**

No

General Facility / HAZARD COMMUNICATION – CHEMICAL SAFETY

**Is food separated and away from chemicals in the work area?**

No

Sometimes not.

General Facility / PPE: FALL PROTECTION

**Is fall protection PPE inspected and certified annually?**

No

Other actions

0 actions

**General Facility** 24 flagged, 1 action

**AISLES/EXITS/EGRESS** 2 flagged, 1 action

**Minimum width of any aisle leading to an exit is at least 44 inches wide** Yes

**Are exits marked, free of debris and readily accessible at all times?** No

Exit is blocked with garbage containers. It's been a week.



Photo 1

**To do** | Priority: High | Due: 28 Jul 2022 5:33 PM CST | Created by: Ros Manawis

Exit is blocked with garbage containers. It's been a week.  
REMOVE BLOCKAGE ASAP

**Is emergency lighting operating? (Test by using test button if you can do so from the ground or floor.)** Yes

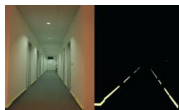


Photo 2

**Can you see marked exits or exit signs from the aisles in your area?** Yes

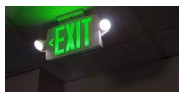


Photo 3

**Are aisles and doorways kept clear; and free of obstructions with trip hazards minimized to permit visibility and movement?** Yes





**Are doors not used for egress (closets, offices, etc) that could incorrectly be thought to be an exit labeled "NOT AN EXIT?"** No

**Are floor surfaces clean, dry, level, not slippery or sticky and in good condition?** Yes

**COMPRESSED GAS CYLINDERS** 2 flagged

**Are cylinders legibly marked to clearly identify the gas contained?** N/A

Currently covered up.

<p><b>Are cylinders stored away from heat source and do they have separation between flammables and oxidizers?</b></p>	<p>Yes</p>
<p><b>Are cylinders located or stored in a manner to prevent them from creating a chained with protective cap in place (including empty containers)</b></p>	<p>Yes</p>
<p><b>Are valve protector caps placed on cylinders when not in use?</b></p>	<p>Yes</p>
<p><b>Are flammables and combustibles stored properly?</b></p> <p>Some are stored properly, some aren't and are just exposed on the floor.</p>	<p>No</p>
<p>EMERGENCY, HEALTH, AND SAFETY INFORMATION <span style="float: right;">5 flagged</span></p>	
<p><b>Are area hazard sign visible, legible, understandable and in compliance with regulations?</b></p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  <p>Photo 4</p> </div> <div style="text-align: center;">  <p>Photo 5</p> </div> <div style="text-align: center;">  <p>Photo 6</p> </div> </div>	<p>Yes</p>
<p><b>Are procedures established for alerting employees of an emergency in the workplace (i.e., fire and shelter)?</b></p>	<p>Yes</p>
<p><b>Are fire alarm pull station locations marked and unobstructed?</b></p> <div style="text-align: center;">  <p>Photo 7</p> </div>	<p>Yes</p>
<p><b>Are sign for emergency numbers, routes, and evacuation plans posted?</b></p> <p>Everyone has the numbers on their IDs, but they are not posted publicly in the building.</p>	<p>No</p>
<p><b>Are the Evacuation Coordinators and PI/Safety Designates assigned?</b></p> <p>Currently being changed.</p>	<p>N/A</p>
<p><b>Do employees know who their Evacuation Coordinators and PI/Safety Designates are?</b></p>	<p>N/A</p>
<p><b>Does the Evacuation Coordinators have their numbers readily available, functional?</b></p>	<p>N/A</p>
<p><b>Is a copy of the Emergency Action Plan (EAP) for the area</b></p>	<p>No</p>

available for employees to read?

Only in their IDs.

Are employees trained on emergency procedures (primary and secondary routes)? Do they know where to go?

Yes

Does the EAP include a way to alert employees, including disabled workers, to evacuate or take other action and include instructions on how to report emergencies?

Yes

FIRE EMERGENCY

Are fire extinguishers fully charged and have current inspection dates? All previous months should be signed off

Yes

Are fire extinguishers and hoses, mounted, visible, and accessible?

Yes



Photo 8

Do employees know where the fire extinguishers are and how to use them?

Yes

Do fire doors and shutters appear to be in good operating condition?

Yes

FIRE PREVENTION

2 flagged

Is there a minimum 24 inches clearance between storage and sprinkler heads?

N/A

Not all sprinklers are installed yet

Are "NO SMOKING" areas enforced?

Yes

Are electrical outlets or cords not overloaded? Only allowable number of connections (i.e., a 4-way outlet only has 4 pieces of equipment connected and not loaded with additional extension cords). NOTE: Isolated power not included

Yes

Are fire sprinkler heads unobstructed and free of dirt and corrosion?

N/A

Not all sprinklers are installed yet

FLAMMABLES/COMBUSTIBLES

2 flagged

<b>Are hazardous materials properly stored?</b>	Yes
<b>Are chemicals properly stored and returned to appropriate cabinet at end of shift?</b>	Yes
<b>Are safety cans in good condition (no corrosion, damage, etc) with flame arrestor in place?</b>	Yes
<b>Are flammable cabinets grounded and containers bonded when dispensing need to be grounded</b>	Yes
<b>Are flammable liquids stored in approved safety containers?</b>	Yes
<b>Are materials that could burn kept away from ignition sources?</b>	Yes
<b>Is area free of excessive trash or combustibles?</b>	Yes
<b>Do all can with red lids have fusible links?</b>	Yes
<b>Are the tops of the flammable cabinets clear (nothing stored on top)?</b>	Yes
<b>Are all flammable bottle tips unmodified and/or undamaged?</b>	Yes
<b>Are backflow valves working in all flammable bottles?</b>	Yes
<b>Is heat producing equipment turned off at night when no one is present?</b>	Yes
<b>Are desk/work and storage areas clean, organized, and sanitary?</b>	No
Many are but some aren't. Mostly those in Hall A are unclean.	
<b>Are trash containers (large 55 gallon) covered?</b>	No
The ones outside the building are open.	
<b>Are electrical/network cables organized to eliminate trip hazards?</b>	Yes
<b>Are drawers of desks and file cabinets kept closed when not in use?</b>	Yes
<b>Are file cabinets arranged so drawers do not open into aisles?</b>	Yes
<b>Is only one file drawer opened at a time?</b>	Yes

Is knife blade on paper cutter lowered and latched when not in use?	Yes
Are mezzanines labeled with floor load capacity?	Yes
Is all lighting lit and/or appear adequate for the task performed?	Yes
Are floor openings covered and secure?	Yes
Are spilled or dropped items cleaned up and put away?	Yes
Are guardrails installed where required? (Guardrails are required where there is over 48 inches to next lower level.)	Yes
SECURITY ITEMS	
Do employees have proper ID badges?	Yes
Do contractors/vendors have proper ID badges?	Yes
Are visitors escorted and have proper ID badges?	Yes
Are employees, contractors, and visitors displaying their ID badges above the waist and on an outer garment?	Yes
Are doors that should be secure not being propped open?	Yes
STRUCTURES	
Ceiling tiles are not damaged, loose, or missing?	Yes
All overhead hazards have been identified?	Yes
CLEAN AIR ACT COMPLIANCE	
	1 flagged
Are any solvent contaminated rags lying about in the work area?	No
Are solvent contaminated rags properly disposed of?	Yes
Have all open top solvent pump cans been removed from the work area?	Yes
Are containers, solvent dispensing containers, paint gun cleaning containers, and solvent dispensing bottles closed when not in use?	Yes
CLEAN WATER ACT COMPLIANCE	
	1 flagged

<b>Employees do not dump wastes into drains or sinks unless authorized (including wash water and mop water)</b>	Yes
<b>No wastes dumped outside or in storm sewers or catch basins</b>	Yes
<b>Are pipes, pumps, hoses, and valves free of leaks or defects?</b>	Yes
<b>Do sumps, pits, lift station containment valves remain dry?</b>	Yes
<b>Are spills and leaks attended to and reported when required?</b>	No
Not always. Some clean it up instead of reporting.	
<b>HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE</b>	3 flagged
<b>Are hazardous waste containers properly identified and labeled with the words, "HAZARDOUS WASTE?"</b>	Yes
<b>Are used oil collection containers properly identified and clearly labeled with the words, "USED OIL?"</b>	Yes
<b>Are controlled and non-hazardous wastes being collected and managed properly</b>	Yes
<b>(i.e., returnable towels, coolant sludge, composite waste, fluorescent lamps)?</b>	N/A
<b>Are containers properly identified and clearly labeled with contents?</b>	Yes
<b>Are hazardous waste collection containers fully closed while not in use? Lids that "spring up" are not fully closed.</b>	Yes
<b>Are used oil waste containers closed while not in use?</b>	Yes
<b>Are trash cans free of hazardous waste?</b>	No
<b>Are trash cans free of scrap metal?</b>	No
<b>Is there less than 55 gallons per waste stream at satellite accumulation area(s)?</b>	Yes
<b>Are hazardous waste satellite accumulation area signs in place?</b>	Yes
<b>Are employees familiar with the waste materials generated in the work area and the proper disposal method(s)?</b>	Yes
<b>Are proper absorbent materials on hand for spills?</b>	Yes

<b>Is waste removed in a timely manner?</b>	Yes
<b>EMPLOYEE WORK PRACTICES</b>	
<b>Is long hair tied back when around machinery? (Hair that touches shoulder must be tied back.) (Apron strings and non-breakaway badge lanyards, etc, should also be secure in some manner.)</b>	Yes
<b>Is Job Safety Analysis (JSA) information available for employee reference for infrequently performed tasks and high value or high-risk tasks?</b>	Yes
<b>ELECTRICAL EQUIPMENT MARKINGS</b>	
<b>Do circuit breakers clearly indicate whether they are in the "ON" or "OFF" position and are switch panels clearly marked?</b>	Yes
<b>Is electrical panel access clear – 36 inches clearance in front of panel?</b>	Yes
<b>Is equipment intended for long-term use hard wired into permanent facility wiring?</b>	Yes
<b>ELECTRICAL GROUNDING</b>	
<b>Are electrical appliances, portable electrical tools, and fixed electrical equipment grounded or UL rated/double insulated and in good repair?</b>	Yes
<b>Do extension cords being used have a grounding conductor and are in good repair?</b>	Yes
<b>Are extension cords used only for temporary wiring applications (60 days max.)?</b>	Yes
<b>EQUIPMENT</b>	
<b>Proper guarding of any pinch points, rotating collars, cams, chucks, couplings, shafts flywheels, spindles, bolt ends, rotating mechanisms, etc?</b>	Yes
<b>Are all protective guards (including light curtains and interlocks) in place, effective, and checked daily or before use?</b>	Yes
<b>Are all controls and emergency stops clearly identified and within reach of operator?</b>	Yes

2 flagged

<b>Are all emergency stops, safety guards, and safety devices located on equipment and tools working and adjusted properly?</b>	Yes
<b>Are grinder gaps 1/8 inch from bottom of wheel and 1/4 inch from top of wheel?</b>	Yes
<b>Grinding wheel surface not damaged or worn (must be square and no grinding on side of wheel).</b>	Yes
<b>No aluminum found in grinding wheel surface?</b>	No
<b>Are fans inspected annually for damage (cracked blades, guards, cords, etc)?</b>	N/A
Currently done monthly.	
<b>Are heat lamp and work light bulbs guarded?</b>	Yes
<b>Are all fixed machines bolted to the floor?</b>	Yes
<b>Do air nozzles have relief valves to decrease pressure to 29 psi or lower?</b>	Yes
<b>Are air disconnects and safety nozzles the correct type (safety relief vents may not be covered or sealed in any way)?</b>	Yes
<b>Air lines and hydraulic lines free of damage?</b>	Yes
ERGONOMICS	2 flagged
<b>Ergonomic problems observed with workstation, keyboard, posture, or work habits</b>	No
<b>Employees are advised on the proper lifting techniques</b>	Yes
<b>Are mechanical lifting aids available for heavy or awkward items?</b>	No
EYEWASH STATION	
<b>Eyewash station is clean and tested</b>	Yes
<b>Eyewash station is located in a way that assures free and unimpeded access</b>	Yes
FORKLIFT/INDUSTRIAL TRUCKS – DAILY INSPECTION	
<b>Daily inspection performed prior to first use and log entry completed</b>	Yes

<b>Do all operators have current qualification?</b>	Yes
<b>Are service valves closed on all propane equipment left inside overnight?</b>	Yes
<b>Harness and lanyard used at all times with scissor-lift/Hi-Bob, aerial platform, etc?</b>	Yes
<b>Are vehicles driven backwards with awkward or bulky loads?</b>	Yes
<b>Are all traffic signs observed? (Operators must stop at stop signs.)</b>	Yes
<b>Are pedestrians given the right-of-way?</b>	Yes
<b>Are safety glasses and seatbelt worn while operating the truck?</b>	Yes
HAZARD COMMUNICATION – CHEMICAL SAFETY	
	1 flagged
<b>Do employees know what an MSDS (Material Safety Data Sheet) is, where to find them, and how to use them?</b>	Yes
<b>Is each container of hazardous chemicals in the work area properly labeled by identifying the chemical it contains and marked with health hazards?</b>	Yes
<b>Are all chemicals that are used in the facility listed in the MSDS book and available?</b>	Yes
<b>Is food separated and away from chemicals in the work area?</b>	No
Sometimes not.	
HOIST/CRANES/LIFTING DEVICES	
<b>Are all slings, hoists, chains, jacks, and supports certified and tagged with load limits and inspection dates?</b>	Yes
<b>Is the weight of all loads known and is the crane (user) inspected before use?</b>	Yes
<b>Is there a full, unrestricted view for operator before lifting load?</b>	Yes
<b>Are all loads being lifted overhead secured?</b>	Yes
<b>Is there no one beneath the load while it is suspended?</b>	Yes

<b>Does the crane operator have a current license or certificate?</b>	Yes
LADDERS/SCAFFOLDING	
<b>Are all step ladders under 20 feet in length?</b>	Yes
<b>Are rubber feet on ladders in good repair?</b>	Yes
<b>Are all ladders in good condition with no structural damage?</b>	Yes
<b>Are there no metal or aluminum ladders in electrical areas?</b>	Yes
<b>Are ladders being used properly (only one person on ladder at a time and no one standing above the second step down from the top)?</b>	Yes
<b>Are fixed stairs being used (instead of ladders) where regular travel is needed?</b>	Yes
<b>Are areas clearly marked as a "HEARING CONSERVATION" area, as needed?</b>	Yes
<b>Are approved safety glasses, face shields, gloves, palm guards, aprons, clothing, and hearing protection used in required areas?</b>	Yes
<b>Are employees using appropriate respirators for the work being done?</b>	Yes
<b>Are respirators clean and stored properly?</b>	Yes
<b>Are employees using respirators clean-shaven (so mask will seal against face)?</b>	Yes
<b>Are employees using paper respirators (paper masks) and trained in their proper use?</b>	Yes
PPE: FALL PROTECTION	
	1 flagged
<b>Is appropriate fall protection provided and used properly (safety harness, lanyard, and if needed, self-retracting lifeline)?</b>	Yes
<b>Is fall protection PPE stored properly, kept clean, and out of direct sunlight?</b>	Yes
<b>Is fall protection PPE inspected and certified annually?</b>	No
WALKING SURFACES/STAIRS	

**Are all floor tracks covered or covered as much as possible when in use?**

Yes

**Is the angle of fixed stairs within 30 to 50 degrees?**

Yes

**Are non-slip surfaces in good condition on steps and platforms?**

Yes

**Are stairwells clear and handrails in good condition?**

Yes

**Are mobile work platforms available and used?**

Yes

(Laboratory)

**UNSATISFACTORY EHS CONDITIONS FOR:**

Blockage of doorways, not enough public posters of procedures.

Representatives

**Month/Year: EHS Representative:**



Marya August  
21 Jul 2022 5:33 PM CST

**Lab Manager: PI/Safety Designate:**



Monica Patricius  
21 Jul 2022 5:33 PM CST

Media summary



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8