



## Environmental, Health, and Safety (EHS) Checklist

21 Jul 2022 / Rosmarie Manameda

Complete

Score	0%	Flagged items	24	Actions	1
-------	----	---------------	----	---------	---

Site

Inspector

Rosmarie Manameda

Conducted on

07/21/2022 4:24 PM CST

Location

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 07/28/2022 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

<b>Do employees know who their Evacuation Coordinators and PI/Safety Designates are?</b>	N/A
General Facility / EMERGENCY, HEALTH, AND SAFETY INFORMATION	
<b>Does the Evacuation Coordinators have their numbers readily available, functional?</b>	N/A
General Facility / EMERGENCY, HEALTH, AND SAFETY INFORMATION	
<b>Is a copy of the Emergency Action Plan (EAP) for the area available for employees to read?</b>	No
Only in their IDs.	
General Facility / FIRE PREVENTION	
<b>Is there a minimum 24 inches clearance between storage and sprinkler heads?</b>	N/A
Not all sprinklers are installed yet	
General Facility / FIRE PREVENTION	
<b>Are fire sprinkler heads unobstructed and free of dirt and corrosion?</b>	N/A
Not all sprinklers are installed yet	
General Facility / FLAMMABLES/COMBUSTIBLES	
<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.	
General Facility / FLAMMABLES/COMBUSTIBLES	
<b>Are trash containers (large 55 gallon) covered?</b>	No
The ones outside the building are open.	
General Facility / CLEAN AIR ACT COMPLIANCE	
<b>Are any solvent contaminated rags lying about in the work area?</b>	No
General Facility / CLEAN WATER ACT COMPLIANCE	
<b>Are spills and leaks attended to and reported when required?</b>	No
Not always. Some clean it up instead of reporting.	
General Facility / HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE	
<b>(i.e., returnable towels, coolant sludge, composite waste, fluorescent lamps)?</b>	N/A

General Facility / HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE

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

No

General Facility / HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE

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

No

General Facility / EQUIPMENT

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

No

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

**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 07/28/2022 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

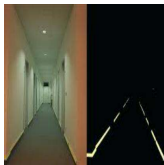


Photo 2

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

Yes

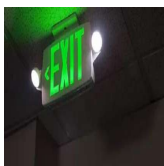


Photo 3

**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.

**Are cylinders stored away from heat source and do they have separation between flammables and oxidizers?**

Yes

**Are cylinders located or stored in a manner to prevent them from creating a chained with protective cap in place (including empty containers)**

Yes

**Are valve protector caps placed on cylinders when not in use?**

Yes

**Are flammables and combustibles stored properly?**

No

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

## EMERGENCY, HEALTH, AND SAFETY INFORMATION

5 flagged

**Are area hazard sign visible, legible, understandable and in compliance with regulations?**

Yes



Photo 4



Photo 5



Photo 6

**Are procedures established for alerting employees of an emergency in the workplace (i.e., fire and shelter)?**

Yes

**Are fire alarm pull station locations marked and unobstructed?**

Yes



Photo 7

**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.

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

N/A

assigned?

Currently being changed.

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

N/A

**Does the Evacuation Coordinators have their numbers readily available, functional?**

N/A

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

No

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	
<b>FLAMMABLES/COMBUSTIBLES</b>	2 flagged
Are hazardous materials properly stored?	Yes
Are chemicals properly stored and returned to appropriate cabinet at end of shift?	Yes
Are safety cans in good condition (no corrosion, damage, etc) with flame arrestor in place?	Yes
Are flammable cabinets grounded and containers bonded when dispensing need to be grounded	Yes
Are flammable liquids stored in approved safety containers?	Yes
Are materials that could burn kept away from ignition sources?	Yes
Is area free of excessive trash or combustibles?	Yes
Do all can with red lids have fusible links?	Yes
Are the tops of the flammable cabinets clear (nothing stored on top)?	Yes
Are all flammable bottle tips unmodified and/or undamaged?	Yes
Are backflow valves working in all flammable bottles?	Yes
Is heat producing equipment turned off at night when no one is present?	Yes
Are desk/work and storage areas clean, organized, and sanitary?	No
Many are but some aren't. Mostly those in Hall A are unclean.	
Are trash containers (large 55 gallon) covered?	No
The ones outside the building are open.	



Are electrical/network cables organized to eliminate trip hazards?	Yes
Are drawers of desks and file cabinets kept closed when not in use?	Yes
Are file cabinets arranged so drawers do not open into aisles?	Yes
Is only one file drawer opened at a time?	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

Employees do not dump wastes into drains or sinks unless authorized (including wash water and mop water)	Yes
No wastes dumped outside or in storm sewers or catch basins	Yes
Are pipes, pumps, hoses, and valves free of leaks or defects?	Yes
Do sumps, pits, lift station containment valves remain dry?	Yes
Are spills and leaks attended to and reported when required?	No

Not always. Some clean it up instead of reporting.

## HAZARDOUS/NON-HAZARDOUS WASTE COMPLIANCE

3 flagged

Are hazardous waste containers properly identified and labeled with the words, "HAZARDOUS WASTE?"	Yes
Are used oil collection containers properly identified and clearly labeled with the words, "USED OIL?"	Yes
Are controlled and non-hazardous wastes being collected and managed properly	Yes
(i.e., returnable towels, coolant sludge, composite waste, fluorescent lamps)?	N/A
Are containers properly identified and clearly labeled with contents?	Yes
Are hazardous waste collection containers fully closed while not in use? Lids that "spring up" are not fully closed.	Yes
Are used oil waste containers closed while not in use?	Yes
Are trash cans free of hazardous waste?	No
Are trash cans free of scrap metal?	No

Is there less than 55 gallons per waste stream at satellite accumulation area(s)?	Yes
Are hazardous waste satellite accumulation area signs in place?	Yes
Are employees familiar with the waste materials generated in the work area and the proper disposal method(s)?	Yes
Are proper absorbent materials on hand for spills?	Yes
Is waste removed in a timely manner?	Yes

## EMPLOYEE WORK PRACTICES

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.)	Yes
Is Job Safety Analysis (JSA) information available for employee reference for infrequently performed tasks and high value or high-risk tasks?	Yes

## ELECTRICAL EQUIPMENT MARKINGS

Do circuit breakers clearly indicate whether they are in the "ON" or "OFF" position and are switch panels clearly marked?	Yes
Is electrical panel access clear – 36 inches clearance in front of panel?	Yes
Is equipment intended for long-term use hard wired into permanent facility wiring?	Yes
<b>ELECTRICAL GROUNDING</b>	Yes
Are electrical appliances, portable electrical tools, and fixed electrical equipment grounded or UL rated/double insulated and in good repair?	Yes
Do extension cords being used have a grounding conductor and are in good repair?	Yes
Are extension cords used only for temporary wiring applications (60 days max.)?	Yes

## EQUIPMENT

2 flagged

Proper guarding of any pinch points, rotating collars, cams, chucks, couplings, shafts flywheels, spindles, bolt ends, rotating mechanisms, etc?	Yes
Are all protective guards (including light curtains and interlocks) in place, effective, and checked daily or before use?	Yes
Are all controls and emergency stops clearly identified and within reach of operator?	Yes
Are all emergency stops, safety guards, and safety devices located on equipment and tools working and adjusted properly?	Yes
Are grinder gaps 1/8 inch from bottom of wheel and 1/4 inch from top of wheel?	Yes
Grinding wheel surface not damaged or worn (must be square and no grinding on side of wheel).	Yes
No aluminum found in grinding wheel surface?	No
Are fans inspected annually for damage (cracked blades, guards, cords, etc)?	N/A
Currently done monthly.	
Are heat lamp and work light bulbs guarded?	Yes
Are all fixed machines bolted to the floor?	Yes
Do air nozzles have relief valves to decrease pressure to 29 psi or lower?	Yes
Are air disconnects and safety nozzles the correct type (safety relief vents may not be covered or sealed in any way)?	Yes
Air lines and hydraulic lines free of damage?	Yes

## ERGONOMICS

2 flagged

Ergonomic problems observed with workstation, keyboard, posture, or work habits	No
Employees are advised on the proper lifting techniques	Yes
Are mechanical lifting aids available for heavy or awkward items?	No

## EYEWASH STATION

Eyewash station is clean and tested	Yes
Eyewash station is located in a way that assures free and unimpeded access	Yes

## FORKLIFT/INDUSTRIAL TRUCKS – DAILY INSPECTION

Daily inspection performed prior to first use and log entry completed	Yes
Do all operators have current qualification?	Yes
Are service valves closed on all propane equipment left inside overnight?	Yes
Harness and lanyard used at all times with scissor-lift/Hi-Bob, aerial platform, etc?	Yes
Are vehicles driven backwards with awkward or bulky loads?	Yes
Are all traffic signs observed? (Operators must stop at stop signs.)	Yes
Are pedestrians given the right-of-way?	Yes
Are safety glasses and seatbelt worn while operating the truck?	Yes

## HAZARD COMMUNICATION – CHEMICAL SAFETY

1 flagged

Do employees know what an MSDS (Material Safety Data Sheet) is, where to find them, and how to use them?	Yes
Is each container of hazardous chemicals in the work area properly labeled by identifying the chemical it contains and marked with health hazards?	Yes
Are all chemicals that are used in the facility listed in the MSDS book and available?	Yes
Is food separated and away from chemicals in the work area?	No
Sometimes not.	

## HOIST/CRANES/LIFTING DEVICES

Are all slings, hoists, chains, jacks, and supports certified and	Yes
---	-----

tagged with load limits and inspection dates?

Is the weight of all loads known and is the crane (user) inspected before use?

Yes

Is there a full, unrestricted view for operator before lifting load?

Yes

Are all loads being lifted overhead secured?

Yes

Is there no one beneath the load while it is suspended?

Yes

Does the crane operator have a current license or certificate?

Yes

## LADDERS/SCAFFOLDING

Are all step ladders under 20 feet in length?

Yes

Are rubber feet on ladders in good repair?

Yes

Are all ladders in good condition with no structural damage?

Yes

Are there no metal or aluminum ladders in electrical areas?

Yes

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)?

Yes

Are fixed stairs being used (instead of ladders) where regular travel is needed?

Yes

Are areas clearly marked as a "HEARING CONSERVATION" area, as needed?

Yes

Are approved safety glasses, face shields, gloves, palm guards, aprons, clothing, and hearing protection used in required areas?

Yes

Are employees using appropriate respirators for the work being done?

Yes

Are respirators clean and stored properly?

Yes

Are employees using respirators clean-shaven (so mask will seal against face)?

Yes

Are employees using paper respirators (paper masks) and trained in their proper use?

Yes

## PPE: FALL PROTECTION

1 flagged

Is appropriate fall protection provided and used properly (safety harness, lanyard, and if needed, self-retracting lifeline)?

Yes

Is fall protection PPE stored properly, kept clean, and out of direct sunlight?

Yes

Is fall protection PPE inspected and certified annually?

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  
07/21/2022 5:33 PM CST

Lab Manager: PI/Safety Designate:



Monica Patricius  
07/21/2022 5:33 PM CST

## Appendix



Photo 1



Photo 2

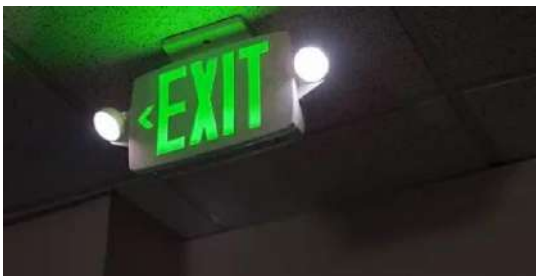


Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8