



Plant Shutdown Checklist

9 Jul 2025 / Beaulah Haag

Complete

Score	16 / 18 (88.89%)	Flagged items	1	Actions	1
Site conducted	Unanswered				
Conducted on	09.07.2025 14:30 PST				
Prepared by	Beaulah Haag				
Location	2620 E Boulder St, Colorado Springs, CO 80909, USA (38.8383237, -104.7780875)				

Flagged items & Actions

1 flagged, 1 action

Flagged items

1 flagged, 1 action

Site Preparation and Safety Compliance

Are all machinery, equipment, servers, and sensors fully shut down?

No

No, some equipment is still undergoing repairs and can't be fully shut down until replacement parts arrive. Limited operations are ongoing to stay on track with the maintenance schedule.

To do | Assignee: SafetyCulture Staff | Priority: High | Due: 21.08.2025 15:38 PST | Created by: SafetyCulture Staff

PLS notify when repairs are finished

again please notify when repairs are finished. Replacement parts will arrive by today.

Other actions

0 actions

When is the shutdown?

8/12/25 - 8/25/25

Were all internal departments notified?

Yes

What is the scope of the shutdown?

The shutdown will focus on deep cleaning, equipment maintenance, and compliance checks. Key tasks include sanitizing production lines, replacing worn conveyor belts, calibrating refrigeration units, and upgrading the labeling system to improve efficiency.

Was a pre-shutdown risk assessment conducted?

Yes

Have all necessary third-party contractors been coordinated with (if applicable)?

Yes

Are all required permits or regulatory documents up to date?

Yes

Site Preparation and Safety Compliance		1 flagged, 1 action, 6 / 7 (85.71%)
Is the worksite clear of physical, chemical, and electrical hazards?	Yes	
Are all machinery, equipment, servers, and sensors fully shut down?	No	
No, some equipment is still undergoing repairs and can't be fully shut down until replacement parts arrive. Limited operations are ongoing to stay on track with the maintenance schedule.		
To do Assignee: SafetyCulture Staff Priority: High Due: 21.08.2025 15:38 PST Created by: SafetyCulture Staff		
PLS notify when repairs are finished		
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Are all pipelines, ducts, and fluid systems sealed and fully depressurized?	Yes	
Are all non-essential utilities (lights, HVAC, water) turned off?	Yes	
Are all workers equipped with the proper PPE?	Yes	
Was an inspection walk completed by a supervisor or safety officer?	Yes	
Was the sign-off from the plant manager or shutdown coordinator completed?	Yes	

Post-shutdown Start-up		6 / 7 (85.71%)
Was a top-to-bottom plant clean-up completed?		Yes
Are all machines, systems, sensors, and alarms fully reactivated and operating as expected?		Yes
Has a dry run been performed before restarting operations?		Yes
Are there any abnormalities or required repairs?		No
Was a post-shutdown report done?		Yes
Were shutdown and startup events properly recorded?		Yes
Have all necessary repairs been scheduled and pending issues resolved?		Yes

Verification and Approval

Full Name of the Inspector

Dahlia Cremin

Signature of the Inspector

A handwritten signature in black ink, appearing to read 'D Cremin', written over a horizontal line.

Dahlia Cremin
04.07.2025 12:50 PST