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| School: | Date: | Date Reviewed by Committee |
| Room: | Checked By: |  |

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| **SECTION A – STORAGE** |
| Is the storage area clean, safe and organized? If not, what factors are interfering with keeping the space in that state? |
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| Is there sufficient equipment for lifting / handling heavy objects (examples: dollys, straps, carts etc) |
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| **SECTION B – SLIPS TRIPS & FALLS** |
| Is the workspace organized in such a way as to minimize messes and eliminate tripping hazards on the floor, particularly at workstations and in walkways? Comment on needed improvements.(Consider if adequate brooms and garbage cans are available.) |
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| Is there sufficient safety equipment to prevent falls? (Consider railing, step ladders in good repair, grip tape on steps if they become slippery.) |
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| If items must be retrieved using a step ladder, or carried on stairs on a regular basis, can the space be reorganized to reduce or eliminate this need? |
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| Is there any reason that the floor regularly becomes wet or slippery? Suggestions to remedy this. |
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| **SECTION C - EQUIPMENT** |
| Is there equipment that is in poor condition? (Consider power cords that are cracked/frayed, missing guards, worn switches) Please list damaged items and remove immediately from use until repaired or replaced. |
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| Are ventilation and dust collection systems working well? Note any unusual signs of wear. (example significant rattles, sticking switches, reduced air flow etc.) |
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| **SECTION D - Other** |
| Please comment on any violations of the following conditions and suggest remediation measures. |
| * Flamable liquids / chemicals / fuels are properly stored away from heat sources and in proper containers. |
| * A reasonable number of fire extinguishers are readily available. |
| * Doors are locked when not in use and supervised. |
| * First aid kits are available and accessible. |
| * Sufficient and adequate Personal Protective Equipment is available, including, but not limited to safety glasses, gloves, aprons, ear protection, respirators / masks. |
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| Please list any other items in the CTS lab that is of a concern to health & safety. |
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