

## Self-Audit Safety Checklist for Water and Sewer

**Purpose:**

This is a guide to assist public employers to provide a safe workplace and reduce the risk of work-related injuries. This is not an exhaustive list, but includes some key items needed to initiate a safety program at your workplace. Refer to the actual standards for a more detailed description.

Facility Inspection – Water and Sewer Departments	Standard	Y	N	Correction Required
<b>Electrical</b>				
Electrical outlets and switches– cover plates installed.	1910.305(b)2 (i)			
Receptacles are grounded.	1910.304(b)(2)(i)			
Receptacles in kitchens and wet locations have GFCI.	1910.304(b)(2)(iv)			
Extension cords are not used for permanent wiring.	1910.305(g)(1)(iv)			
Power cords - Electrical grounding pins (3-prong) intact	1910.304(b)(2)(ii)			
Power strips are not piggybacked.	1910.303(b)(2)			
Circuit panels have circuits labeled.	1910.303(f)(2)			
Circuit panels and boxes - unused openings are covered.	1910.305(b)(1)(ii)			
Circuit panels – access to panels is kept clear.	1910.303(g)(1)(i)A			
<b>Fire Prevention</b>				
Fire extinguishers–monthly visual check conducted.	1910.157(e)(2)			
Fire extinguishers–annual maintenance check	1910.157(e)(3)			
Flammables stored away from ignition sources.	1910.106(e)(6)(i)			
Sprinkler heads – items not hung or obstructing sprinklers.	1910.159(c)(10)			
<b>Floor Condition</b>				
Floors kept clean and dry.	1910.22(a)(3)			
Floor grates replaced with no gaps >1inch.	1910.22(a)(3)			
Broken, damaged floor or stair treads repaired.	1910.22(d)(1)			
Protruding object, loose boards, spills cleaned/repaired.	1910.22(a)(3)			
<b>Hazardous Chemicals</b>				
Containers kept closed, labeled.	1910.1200(f)(6)(ii)			
Safety Data Sheet available for each product.	1910.1200(g)(8)			
Chemical tanks labeled with contents and Confined Space.	1910.1200(f)(6)(ii)			
Eyewash provided if chemical products are corrosive.	1910.151(c)			
<b>Housekeeping</b>				
Aisles are clear; areas kept clean, dry and free of pests.	1910.141(a)(3)(ii)			
<b>Ladders</b>				
Ladders are inspected before each initial use.	1910.23(b)(9)			
Ladders used according to purpose for which it is designed.	1910.23(b)(8)			
<b>Lockout-Tagout</b>				
Power is shut off before equipment maintenance (ie pumps, motors, hoppers, pipes, filter press, HVAC, wiring)	1910.147(c)(4) 1910.333(a)			
Lockout-tagout equipment is available: tags, locks	1910.147 (c)(5)			
Written procedures available for each model of equipment.	1910.147(c )			
<b>Machine Guarding</b>				
Machine guards located on moving parts, and point of operation (water pumps, pulleys, hoppers, conveyors, etc.)	1910.219			

<b>Facility Inspection – Water and Sewer Departments</b>	<b>Standard</b>	<b>Y</b>	<b>N</b>	<b>Correction Required</b>
<b>Material Storage</b>				
Stored material is secure and stable from tipping.	1910.176(b)			
Stored material does not create a trip, fire, or pest hazard.	1910.176(c)			
Shelves – item height is at least 18 in below sprinkler heads	1910.159(c)(10)			
Heavy items stored in manner to reduce lifting injury	Recommended			
<b>Overhead crane</b>				
Periodic inspections conducted.	1910.179(j)			
Operated by designated and trained personnel.	1910.179(b)(8)			
<b>Permit Required Confined Spaces</b>				
Workplace evaluated to identify confined spaces.	1910.146(c) (1)			
Danger sign posted to prevent entry.	1910.146(c)(2)			
Air tested for Oxygen, Flammables, Carbon Monoxide and toxics before entry is authorized.	1910.146(c)(5); 1910.146(d)(5)			
Written program to make entry safe.	1910.146(c)(4)			
<b>Personal Protective Equipment (PPE)</b>				
Gloves, goggles, ear plugs, overboots are supplied for tasks with potential exposure to chemicals or particulates.	1910.132(a)			
<b>Railings</b>				
Railing when walking surface is >4ft above next level.	1910.28(b)(1)(i)			
<b>Roof</b>				
Skylights are protected by guardrail, cage or net.	1910.23(b)(3)(i)			
Workers on roof for maintenance activity are protected from falling off roof. Designated areas and/or restraint system, and training required.	1910.28(b)(13)(ii)			
<b>Stairs</b>				
Handrail and railing on stairs and exposed landings.	1910.25(b)(1)			
Stairs kept clear. Storage not allowed on stairs or egress.	1910.176(c)			
Platform provided when a door opens directly onto a stairway.	1910.25(b)(5)			
<b>Tools and Equipment</b>				
Power tools inspected before use.	1910.242(a)			
Power tools- electrical cords are 3-prong or double insulated.	1910.334(a)(2)i			
Snowblowers: machine guards and push sticks available.	1910.243(e)(1)ii			
Lawnmowers: machine guards.	1910.243(e)1 (i)			
Ride-on mowers, tractors have ROPS and seatbelts.	1926.1000(b)			
Mobile scaffolds: workers trained on use and stability.	1910.67(b)1			
Abrasive wheels adjusted for work rest and tongue guard.	1910.215 (a)(4)			
Machines designed for fixed location are securely anchored to prevent walking or moving.	1910.212(b)			
Portable tools, grinders shall have guards installed	1910.212 (a)(3)			
<b>Welding</b>				
Compressed gas cylinders capped and secured.	1910.101(b)			
Oxygen not stored adjacent to acetylene, except when in use.	1910.253(b)2(ii)			
Flashback and backflow protection	1910.253 (e)3 ii			