



SCIENTIFIC CONTROL LABORATORIES, INC.
TESTING • CONSULTING

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PREPARATION BEFORE AN OSHA INSPECTION

This OSHA Inspection Checklist reflects the collective experience of the EHS compliance staff at Scientific Control Laboratories, which has assisted clients nationwide in hundreds of OSHA inspections. The checklist is intended to help prepare a facility a metal finishing facility before and during an inspection. Preparation now is more important than ever before because of the agency's current enforcement-heavy philosophy.

Implement a Safety & Health Program

Ensure written safety programs are current, accurate, compliant, and implemented. This includes:

- Hazard Communication/GHS
 - Including Hex Chrome training (if applicable)
- Lockout/Tagout with Equipment Specific Procedures
- Personal Protective Equipment (PPE) Certified Assess
- Employee Noise Testing/Air Testing Reports
- Hearing Conservation Plan/Audiograms
- Respiratory Protection Plan/Fit Test Records
- Emergency Action Plan

Ensure employee training is up-to-date and that sign-off records are available. This includes:

- Hazard Communication/GHS (periodic)
- Authorized Lockout/Tagout (annually)
- Hearing Conservation (annually)
- Respiratory Protection Plan/Fit Testing (annually)
- Emergency Action Plan (periodically)
- Lift Truck Safety (every three years)
- Bloodborne Pathogen (annually)

Regularly Review On-Site

Conduct a site inspection and look for:

- Unlabeled process containers and tanks
- Extension cords being used in lieu of permanent fixed wiring (conduit).
- Broken ladders
- Unlabeled hoist capacities and pendant controls
- Hexavalent Chromium solution on floor, on workstations
- Respirators/Dust Masks left out, not in bags
- Blocked exits
- Unlit/Missing exit signs
- Missing fire extinguisher
- Missing machine guards
- Open pits/storage areas without proper fall protection (railings)
- Open containers
- Missing electrical knockouts
- Food/Drinks in the workplace
- Radios in the workplace
- Proper use off PPE by Employees
- Clear aiseways
- General Housekeeping
- Emergency Action Plan Postings/Evacuation Diagram

For the exclusive use of TAMF members. SCL is a proud sponsor of the TAMF. We appreciate the opportunity to work with our TAMF colleagues. Please visit our website at www.sclweb.com for additional information.