

CHECKLISTS

GENERAL SHOP SAFETY

Condition		Recommendation/Additional Info
Is safety a part of the curriculum?	Yes No	
Is Personal Protective	Yes No	
Equipment provided and		
readily available?		
Are safe operating rules	Yes No N	
posted on or near each		
machine?		
Is the central power shut-off	Yes No	
in a convenient location?		
(clearly marked)		
When equipment is being	Yes No N	
repaired, are "Out of		
Service" signs posted, and		
the power source locked		
out?		
Are fire exit maps near exit	Yes No N	
doors?	163 🗌 140 🖺	
Are exit doors to outside	Yes 🗌 No 🗌	
clearly marked?		
Is emergency lighting	Yes No	
(battery backup) provided		
in the event of a power		
failure?		
Are flammables (paint,	Yes No	
thinner, stain, etc.) stored in		
a flammable cabinet?		
Is there appropriate	Yes 🗌 No 🗌	
ventilation in the shop?		
Is there a metal container	Yes 🗌 No 🗌	
with a tight-fitting lid for		
soiled rags?		
Are all overhead lighting	Yes 🗌 No 🗌	
fixtures operating properly		
to provide adequate		
illumination?		
Are first aid kits, fire	Yes 🗌 No 🗌	
blankets, eyewash stations		
and fire extinguishers		
available?		



CHECKLISTS

GENERAL SHOP SAFETY

Condition		Recommendation/Additional Info
Is the general housekeeping	Yes No	
adequate?		
Are storage shelves and	Yes No	
bookcases secured to		
adjacent walls?		
Are safety zones painted on	Yes 🗌 No 🗌	
the floor around each		
machine?		
Do mezzanine or elevated	Yes No No	
storage areas have toe		
boards and guard rails to		
prevent injury form fall or		
falling objects?		
Are mezzanine or elevated	Yes No	
storage area label with		
appropriate load bearing		
weight?		
Are telephones or other	Yes No	
means of communication		
readily available?		
Are gas cylinders chained to	Yes No	
a cart or other support to		
prevent accidental tip-over?	No. D. No. D.	
Is proper clearance	Yes No No	
maintained in front of the		
electrical panel? (minimum		
36-inch clear space)	Yes No N	
Is secondary container labeling adequate?	Tes 140	
Are drill bits removed from	Yes No N	
drills when not in use?		
Are safety rules posted near	Yes No N	
machines?		
Are safety zones painted	Yes No	
around the equipment?		
Are blade guards in place?	Yes No	
Is eye protection provided	Yes No	
and consistently used?		



CHECKLISTS

GENERAL SHOP SAFETY

Condition		Recommendation/Additional Info
Is the dust collector	Yes No	
connected, working and		
cleaned on a regular basis?		
Is the power cord in good condition?	Yes No	
Is the blade sharp and in good condition?	Yes No	
Are fences secured and in	Yes 🗌 No 🗌	
good condition?		
Are push sticks available to	Yes 🗌 No 🗌	
remove small pieces of cut		
wood?		
Does the start button have a	Yes 🗌 No 🗌	
collar around it to prevent		
accidental starts?		
Are appropriate storage	Yes 🗌 No 🗌	
procedures followed?		