



INSPECTOR'S NAME & TITLE:

SC#5

10 - 10 - 12

Jessie Hawley Custodian

1.	Are there adequate mats at entrances?	Yes	No
2.	Are all exterior doors tested weekly for ease of operation/locking and proper closure?	Yes	No
3.	Do all exit doors close securely by themselves?	Yes	No
4.	Are all exit signs in place and illuminated?	Yes	No
5.	Are door props around exterior doors removed from premises?	Yes	No
6.	Are all windows free of cracks and broken glass?	Yes	No
7.	Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources:		
	(a) in good serviceable condition and well maintained?	Yes	No
	(b) properly insulated and separated from all combustible material by a safe distance?	Yes	No
8.	Is the outside shut-off valve on the gas supply line marked and readily accessible?	Yes	No NA
9.	Has the HVAC equipment been serviced within the past year?	Yes	No
10.	Is someone on site trained and designated to render first aid, and are supplies readily available?	Yes	No
11.	Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?	Yes	No
	(a) have first aid personnel received bloodborne pathogens training?	Yes	No
12.	Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable liquids and other debris?		
	(a) Mechanical Rooms and Electrical Panels?	Yes	No NA
	(b) Stage/Doorways/Exits?	Yes	No NA
	(c) Dressing Rooms / Locker Rooms?	Yes	No NA
13.	Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant?	Yes	No NA
14.	Are all chemicals (cleaning materials, gasoline, etc..) labeled and properly stored?	Yes	No NA
	(a) are MSDS sheets on file in accordance with the hazard communication program?	Yes	No NA
15.	Has an inventory been taken within the past year for all chemicals? Where is the inventory?	Yes	No NA
	(a) is the quantity of hazardous chemicals limited as much as practicable?	Yes	No NA
16.	Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste?	Yes	No NA
17.	Are approved metal safety cans used for gasoline and other similar liquids?	Yes	No NA
18.	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?	Yes	No NA
19.	Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?	Yes	No NA
20.	Have fire extinguishers been inspected or recharged within the last year?	Yes	No NA
21.	Have the fire extinguishers been turned upside down and returned to their proper place?	Yes	No NA
22.	Have all filters on HVAC equipment been checked? DATE: 8-1-12	Yes	No NA
23.	Is all floor tile and carpet intact?	Yes	No NA
24.	Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?	Yes	No NA
25.	Are areas around toilets, sinks and water fountains free of leaks?	Yes	No NA
26.	Was a separate monthly playground inspection was conducted and documented?	Yes	No NA

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