



WAREHOUSE SAFETY CHECKLIST

Take the first step and start evaluating the general safety of your warehouse using the checklist. For an in-depth inspection, make sure to contact your rack and safety officer.

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GENERAL WAREHOUSE SAFETY CHECKLIST

	YES	TO ACT	COMMENTS
Prevention of Slips, Trips and Falls			
There are no spillages in the warehouse.	<input type="checkbox"/>	<input type="checkbox"/>	_____
There is working and sufficient lighting in all areas.	<input type="checkbox"/>	<input type="checkbox"/>	_____
All walking areas are free from obstruction.	<input type="checkbox"/>	<input type="checkbox"/>	_____
No waste is accumulated in the warehouse.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Pallets, shrink wrap and cables are all properly secured.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Electrical Safety			
All appliances that are not in use are switched off.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Electrical leads are in good working condition.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sockets and extensions are not overloaded.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Broken sockets are not in use and have been reported.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Plugs are removed from sockets when appliances are not in use.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Fire Safety			
There is an emergency evacuation plan in place.	<input type="checkbox"/>	<input type="checkbox"/>	_____
There is a designated emergency assembly point.	<input type="checkbox"/>	<input type="checkbox"/>	_____
There is an emergency response team in place.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fire extinguishers are regularly serviced.	<input type="checkbox"/>	<input type="checkbox"/>	_____
First aid kits are adequately supplied.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fire drill exercises are regularly conducted.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fire extinguishers are available across the different areas of the warehouse.	<input type="checkbox"/>	<input type="checkbox"/>	_____
No obstructions to the emergency exits and fire extinguishers at all times.	<input type="checkbox"/>	<input type="checkbox"/>	_____

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Pedestrian Safety			
Blind spots are minimised.	<input type="checkbox"/>	<input type="checkbox"/>	_____
There is a designated walkway for pedestrians.	<input type="checkbox"/>	<input type="checkbox"/>	_____
There is a safe distance for pedestrians when the walkway is shared with moving equipment.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Traffic Rules			
Speed limits are in place and are obeyed.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Horns when at blind corners and intersections.	<input type="checkbox"/>	<input type="checkbox"/>	_____
No tailgating behind moving equipment.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Rack Safety			
Materials are correctly positioned on racks.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Racks are regularly inspected by experts.	<input type="checkbox"/>	<input type="checkbox"/>	_____
There is a warehouse safety training programme in place.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Safe loading capacity of racks is not exceeded.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Damaged racks are isolated and reported. Experts have been called for inspection.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Racks are in good condition and are not damaged. Check for the following: Bending beams / Bending bracing / Damaged post protectors / Missing safety pins	<input type="checkbox"/>	<input type="checkbox"/>	_____

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	YES	TO ACT	COMMENTS
Cut Prevention			
Safety cutters are used.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Gloves are used when necessary.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Damaged grinders, cutters and other sharp items are not in use.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Pallets used are in good condition.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Broken pallets are not being used.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Safe Equipment Handling			
Seat belts are fastened when operating material handling equipment.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Material handling equipment is not overloaded.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Only trained employees are operating forklifts and reach trucks.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Forklifts and reach trucks are in good condition and are regularly serviced.	<input type="checkbox"/>	<input type="checkbox"/>	_____
No sharp turns are taken when operating handling equipment near walkways.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Working at Height			
Permit to Work is approved.	<input type="checkbox"/>	<input type="checkbox"/>	_____
The three points of contact rule is practiced.	<input type="checkbox"/>	<input type="checkbox"/>	_____
Proper elevated platforms are used when working at height. Do not use broken ladders or climb over unstable grounds.	<input type="checkbox"/>	<input type="checkbox"/>	_____