

Self-Inspection Checklist

Employer Posting Requirements

Date Inspected _____ Date Completed _____

Checklist	Needs to be Addressed	Completed	Not Applicable
Is the required OSHA workplace poster displayed in a prominent location where all employees are likely to see it?			
Are emergency telephone numbers posted where they can be readily found in case of emergency?			
In areas where employees may be exposed to any toxic substances or harmful physical agents: Has appropriate information concerning employee access to medical and exposure records and “Material Safety Data Sheets” (MSDS) been posted or otherwise made readily available to affected employees?			
Are the following signs posted where appropriate?			
Exiting from Buildings			
Room Capacities			
Floor loading			
Biohazards			
Exposure to x-ray			
Exposure to micro-wave			
Exposure to other harmful radiation (list)			
Exposure to other substances (list)			

This checklist is NOT all-inclusive. You should add to them or skip parts that are not applicable to your company. Carefully consider each item, and refer to OSHA standards for complete and specific guidelines that may apply to your work environment. This list is typical for general industry, not construction or maritime. Please contact NATIONAL SAFETY COMPLIANCE for any training or safety supplies you may need.