



New Location Safety Checklist

1. Machines

- Lockout procedure identified by vendor includes:
 - Electrical
 - Mechanical
 - Fluid Power
 - Gravity
 - Stored Energy
- Pinch points are identified and guarded.
- Emergency shutoff is accessible and operational.
- All machine numbers have been loaded into the SafetyIMPACT! Database.
- Lockout placards exist and are posted for each piece of equipment.
- Anyone (employees, contractors, and equipment suppliers) are trained in lockout.
- Light curtains and other safety devices are in place and operational.
- TPM sheets include period verification and maintenance of the equipment's safety features.

2. Environment (Facilities)

- Evacuation route is identified and posted.
- Emergency equipment is installed and operational:
 - Fire Alarms
 - Fire Suppression
 - Eye Wash
 - Extinguishers
 - First Aid Kits
- The facility information has been loaded into the SafetyIMPACT! Database.
- A site-specific visitor safety video exists.
- The visitor safety video is in the language of the location.
- Hearing protection areas are identified.





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6. SafetyIMPACT!

- The Cell Manager and a back-up have been trained in Safety Reviews.
- Team Leaders are trained in incident investigation.
- Cell Managers and Team Leaders are trained in the SafetyIMPACT! Database operation.
- Cell Managers and Team Leaders are trained in SafetyIMPACT! Hazard Recognition.
- A database administrator has been identified for the site.
- The database administrator has been trained.
- The HIT membership have been evaluated and adjusted as appropriate.
- New HIT members are trained.
- The SST membership have been evaluated and adjusted as appropriate.
- New SST members are trained.

