

Facilities Hazard Identification Checklist

Assessing Physical Safety in Your Building

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All facilities face potential risks which, left unchecked, can put workers, occupants and goals of a business in jeopardy. Some risks in a facility are easier to spot than others. The nature and size of a facility also can make identifying hazards difficult.

When conducting a risk assessment of your facility, keep an eye out for the following risks and hazards.

Safety Hazards

- ☐ Tripping hazards in walkways
- ☐ Improper use of equipment
- ☐ Improperly secured tools
- ☐ Improperly stocked first aid kits
- ☐ Missing caps on emergency eyewash stations
- ☐ Damaged ladders
- ☐ Dysfunctional forklifts and machinery
- ☐ Mislabeled or unlabeled hazardous materials
- ☐ Slippery or wet walking surfaces
- ☐ Lack of hand railings or guardrails
- ☐ Insufficient lighting in work areas
- ☐ Lack of ventilation
- ☐ Damaged storage racks
- ☐ Improper footwear, headwear, uniforms or gloves
- ☐ Flammable clothing

Security Hazards

- ☐ Insufficient use of security cameras
- ☐ Unsecured access to a facility
- ☐ Security alarms that are turned off/not in use
- ☐ Dimly lit or unlit parking lots

Fire Hazards

- ☐ Obstructed walkways
- ☐ Blocked exits and stairways
- ☐ Dysfunctional fire alarms
- ☐ Obstructed access to fire extinguishers
- ☐ Damaged or leaking fire extinguishers
- ☐ Exit signs that have burned out
- ☐ Flammable materials stored next to fire hazards

Electrical Hazards

- ☐ Damaged plugs
- ☐ Frayed cords
- ☐ Improper use of extension cords
- ☐ Defective wiring

Keeping Track

Looking for more information on how to track and assess areas of risk within your facilities? Schedule a consultation with our implementation specialists to learn more about how you can use AkitaBox to visually track your facility data. Visit home.akitabox.com/demo-request to learn more.

About AkitaBox

AkitaBox is the leading facility management software and data collection provider dedicated to improving the way people manage and interact with the buildings they occupy. Founded in 2015, AkitaBox supplies accurate facility data management tools to over 200 million square feet of commercial, educational, healthcare, and governmental organizations in the United States.

For more information, visit AkitaBox.com.

