

# OSHA General Workplace Safety Checklist

Safety & Compliance

DATE ___/___/___	LOCATION / DEPARTMENT	INSPECTOR
---------------------	-----------------------	-----------

## WALKING & WORKING SURFACES

Floors clean, dry, no trip hazards  OK  Not OK

	OK	NOT OK	N/A
Stairways — handrails, treads, lighting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ladders in good condition and stored	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Aisles and walkways clear  OK  Not OK

Floor openings guarded or covered  OK  Not OK  N/A

Wet floor signs available  OK  Not OK

## ELECTRICAL SAFETY

	OK	NOT OK
No damaged cables, plugs, or sockets	<input type="radio"/>	<input type="radio"/>
No overloaded extension leads / power strips	<input type="radio"/>	<input type="radio"/>
Electrical panels — 1m clearance and accessible	<input type="radio"/>	<input type="radio"/>

RCDs / GFCIs in wet areas  OK  Not OK  N/A

	OK	NOT OK
Light fixtures working	<input type="radio"/>	<input type="radio"/>
No exposed wiring or junction boxes	<input type="radio"/>	<input type="radio"/>

## FIRE & EMERGENCY

	OK	NOT OK		OK	NOT OK
Fire exits clear and unlocked	<input type="radio"/>	<input type="radio"/>	Emergency lighting working	<input type="radio"/>	<input type="radio"/>
Exit signs illuminated	<input type="radio"/>	<input type="radio"/>	Evacuation plan posted	<input type="radio"/>	<input type="radio"/>
Fire extinguishers in date and accessible	<input type="radio"/>	<input type="radio"/>	Emergency numbers posted	<input type="radio"/>	<input type="radio"/>

## HOUSEKEEPING & PPE

	OK	NOT OK		OK	NOT OK
Work areas tidy and organised	<input type="radio"/>	<input type="radio"/>	Storage areas orderly	<input type="radio"/>	<input type="radio"/>
Waste bins not overfull	<input type="radio"/>	<input type="radio"/>	First aid kit stocked	<input type="radio"/>	<input type="radio"/>

PPE available and worn where required  OK  Not OK  N/A

Safety signage correct and visible  OK  Not OK

### Go digital with Miratag

Skip the paper — fill checklists faster on the Miratag mobile app. Add photos, videos, notes and signatures. Track compliance in real time. Start free at [miratag.com](https://miratag.com)

This template is a general-purpose resource, not tailored to any specific jurisdiction. Each organisation must validate compliance with local regulations.



Scan to view

**CHEMICALS (IF STORED)**

	OK	NOT OK	N/A		OK	NOT OK	N/A
Chemicals labelled and in original containers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Stored separately from food / office areas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SDS / data sheets accessible	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Spill kit available	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**SIGN-OFF**

Overall safety  Good  Needs improvement  Unacceptable

Issues / actions

---

---

Inspector signature

---

**Notes**

---

---

---

**Go digital with Miratag**

Skip the paper — fill checklists faster on the Miratag mobile app. Add photos, videos, notes and signatures. Track compliance in real time. Start free at [miratag.com](https://miratag.com)

This template is a general-purpose resource, not tailored to any specific jurisdiction. Each organisation must validate compliance with local regulations.



Scan to view