OpsAuditHub opsauditihub.com	DOC ID: **SAF-0037**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 29 CFR 1910.176 & 1910.178**	AUDIT FREQUENCY: **Daily Pre-Shift**

Order Picking Safety Compliance Checklist

Operational Scope: This checklist establishes the mandatory daily inspection protocol for order picking operations to mitigate ergonomic strains, fall hazards, and pedestrian-equipment collision risks. Compliance with this procedure is strictly required prior to operating order pickers or releasing personnel to pick zones.

MANDATORY PPE:	High-Visibility Class 2 Safety Vest, ANSI Z87.1 Approved Safety Glasses, CSA Grade 1 Steel-Toe Footwear with Metatarsal Guard, ANSI Z89.1 Type 1 Hard Hat (Required for High-Level Picking), Cut-Resistant Palm-Coated Gloves
PREREQUISITES:	Verify operator is currently certified for the specific order picking machinery class. | Ensure picking zone pedestrian walkways are completely clear of obstructions and debris. | Review active facility hazard board for any newly reported rack integrity or aisle safety issues.

PERSONAL FALL PROTECTION & OPERATOR HARNESS INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Full Body Harness Webbing**	Inspect full length of nylon/polyester webbing for cuts, fraying, chemical burns, or UV degradation; must be clean and intact.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Lanyard and Energy Absorber Pack**	Check that the shock-absorbing pack is un-deployed, and snap hooks/carabiners latch and lock automatically without binding.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
3	**Retractable Lifeline / Anchor Attachment**	Ensure the tether securely clips to the designated platform anchor point and the retraction spring pulls smoothly without slack.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

ORDER PICKER MACHINE & PLATFORM SAFETY CONTROLS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Deadman Switch & Foot Pedals**	Test pressure-sensitive floor mat or pedal to ensure power cuts immediately when foot pressure is released.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
5	**Safety Gates and Chains**	Check that platform entry gates and safety chains latch automatically and securely prevent accidental stepping out at elevation.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
6	**Hydraulic Lift & Lower Controls**	Operate mast through full range of motion; verify smooth elevation without stuttering, fluid leaks, or abnormal hydraulic noise.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
7	**Warning Horn, Strobe, & Backup Alarm**	Verify audible backup alarm and flashing amber strobe light activate instantaneously upon engaging reverse or travel.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

RACK INTEGRITY & ERGONOMIC ZONE HAZARDS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Pallet Rack Uprights and Beams**	Inspect storage bays along pick route for severe dents, missing safety pins, unseated beams, or structural column impacts.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
9	**Aisle Lighting & Obstruction Clearance**	Confirm overhead aisle lighting is at least 30 foot-candles and no loose shrink wrap or stray cartons protrude into travel paths.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A
10	**Stock Stability & Pallet Overhang**	Ensure picked stock on pallets is stacked squarely, stretch-wrapped to standard, with zero dangerous overhang presenting falling risks.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

Certified Order Picker Operator Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.