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	STANDARD: **OSHA 29 CFR 1910.176 & ISO 45001:2018**	AUDIT FREQUENCY: **Weekly Audit**

Order Picking Safety Safety Audit Checklist

Operational Scope: This audit checklist defines mandatory inspection protocols for order picking operations to mitigate ergonomic hazards, struck-by incidents, and falls from elevation. It ensures full alignment with federal warehousing safety standards and operational risk mitigation policies.

MANDATORY PPE:	High-Visibility Reflective Vest (ANSI/ISEA 107), Steel-Toe Safety Footwear (ASTM F2413), ANSI Z87.1 Impact-Resistant Safety Glasses, Cut-Resistant Gripper Gloves (ANSI Cut Level A4), Bump Cap or Hard Hat (ANSI Z89.1 - where overhead picking occurs)
PREREQUISITES:	Review previous shift safety log and open corrective action tickets. | Verify calibration and battery charge of RF scanners and motorized picking equipment. | Ensure adequate illumination across all picking aisles (minimum 30 foot-candles).

AISLE & PEDESTRIAN SAFETY

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Aisle Obstructions & Clearance**	Aisles are completely clear of empty pallets, loose strapping, debris, and staging inventory; minimum clearance widths maintained.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Floor Surface Integrity**	Warehouse floors are free from cracks, oil spills, potholes, or uneven joints that could cause trips or tip manual pallet jacks.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Convex Safety Mirrors**	Blind intersections and high-traffic corner mirrors are clean, securely mounted, and provide unobstructed visibility.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

PICKING EQUIPMENT & FALL PREVENTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Order Picker (Cherry Picker) Harness & Lanyard**	Full-body harness shows no fraying, burns, or hardware defects; shock-absorbing lanyard is securely attached to the designated anchor point.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Safety Gates and Chains**	Platform safety gates, chains, and electrical interlocks on elevated order pickers latch securely and prevent operation when open.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Mobile Ladder Stands & Step Stools**	Rolling ladders feature functional spring-loaded casters that lock under weight; rubber feet are intact and non-slip treads are clean.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**RF Scanner & Terminal Mounts**	Handheld scanners and vehicle-mounted terminals are securely fastened, avoiding pinch points or driver line-of-sight obstruction.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

ERGONOMICS & RACKING INTEGRITY

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Pallet Rack Safety Pins**	All beam-to-column connections are secured with undamaged drop pins or safety clips to prevent accidental beam dislodgement.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Rack Netting and Flue Spaces**	Wire mesh decking, back-stop safety netting, and flue space clearances comply with NFPA fire codes and prevent stock push-through.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Manual Lifting & Load Balancing**	Heavy items are stored in optimal waist-height picking zones (golden zone) to minimize bending, twisting, and over-reaching.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

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

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