OpsAuditHub opsauditihub.com	DOC ID: **SAF-0327**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 29 CFR 1910.176 & ANSI MH1.2.2-2021**	AUDIT FREQUENCY: **Daily Pre-Shift**

Retail Backroom Pallet Stack Safety Audit Daily Log Sheet

Operational Scope: Establishes daily compliance checks for backroom pallet storage to prevent structural collapses, tip-overs, and struck-by hazards. Ensures adherence to maximum stacking heights and load integrity limits mandated for retail operations.

MANDATORY PPE:	Steel-Toe Safety Footwear (ASTM F2413), High-Visibility Safety Vest (ANSI/ISEA 107), Impact-Resistant Safety Glasses (ANSI Z87.1), Heavy-Duty Cut-Resistant Gloves, Bump Cap or Hard Hat (ANSI Z89.1)
PREREQUISITES:	Verify adequate illumination (minimum 30 foot-candles) in the backroom staging zone. | Ensure pedestrian traffic is restricted from the active pallet inspection zone using cones or warning tape. | Inspect material handling equipment (hand trucks, electric pallet jacks) for pre-operational fitness.

PALLET STACK STABILITY & STRUCTURAL INTEGRITY

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Stacking Height Limits**	Verify backroom pallet stacks do not exceed the facility's maximum allowable height limit of 3 tiers or 15 feet, whichever is lower.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Vertical Alignment & Lean**	Pallets must be stacked plumb with a vertical deviation of less than 2 degrees; no visible leaning, bowing, or shifting of top tiers.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
3	**Load Interlocking & Placement**	Cases are interlocked or properly column-stacked; uniform weight distribution with no overhang exceeding 1 inch over pallet edges.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
4	**Stretch Wrap & Containment**	All shrink-wrapped or banded loads are tightly secured with a minimum of 3 revolutions of film, preventing product displacement.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

PALLET CONDITION & BASE SUPPORT

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Wooden/Plastic Pallet Structural Quality**	Pallets are free from split stringers, broken top/bottom deckboards, protruding nails, or severe rot/cracks that compromise load-bearing capacity.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
6	**Floor Surface & Load Capacity**	Backroom concrete flooring is level, dry, and free of oil spills, excessive debris, or deep cracks that could destabilize stacked loads.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A
7	**Empty Pallet Storage Safety**	Empty pallets are stored flat in designated vertical or horizontal stacks not exceeding 15 units high; no leaning upright against backroom walls.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

AISLE CLEARANCE & LIFE SAFETY COMPLIANCE

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Fire Sprinkler Clearance**	A mandatory minimum clearance of 18 inches (or 36 inches for high-rack storage) is maintained below all fire sprinkler heads and ceiling fixtures.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
9	**Emergency Exits & Electrical Panels**	Exit routes, pull stations, and electrical panel access zones are completely unobstructed by staging or overstock pallets.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
10	**Aisleway Width & Material Handling Clearance**	Backroom aisles are wide enough to safely accommodate powered industrial trucks and personnel without clipping adjacent pallet stacks.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

Certified Backroom Inspector / Lead Stock Associate Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Store Safety Supervisor / Assistant Store 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.

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