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	STANDARD: **OSHA 29 CFR 1910.176 & ANSI MH16.1**	AUDIT FREQUENCY: **Weekly**

Retail Backroom Pallet Stack Safety Audit Inspection Checklist

Operational Scope: This checklist establishes the operational scope for auditing backroom pallet storage, stability, and handling systems to prevent structural collapses and falling object hazards. The primary objective is to verify strict adherence to stacking limits and clearance regulations to ensure employee safety.

MANDATORY PPE:	Steel-Toe Boots (ASTM F2413), High-Visibility Vest (ANSI/ISEA 107), Safety Glasses (ANSI Z87.1), Industrial Cut-Resistant Gloves
PREREQUISITES:	Review previous week's pallet audit corrective action logs | Ensure adequate aisle lighting is active throughout the backroom storage zone | Notify backroom staging personnel of ongoing audit activity

PALLET STACK STABILITY AND STRUCTURAL INTEGRITY

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Pallet Skid Condition**	Wooden or plastic pallets are free from cracked stringers, broken deck boards, protruding nails, or warping that could compromise stack stability.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Stack Height and Interlocking**	Loaded pallets are stacked straight, do not exceed maximum permissible height limits, and are properly interlocked or stabilized where required.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Load Wrapping and Containment**	Stretch wrap or banding is applied uniformly with adequate tension to prevent shifting of individual cases during handling and storage.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
4	**Overhang and Weight Distribution**	Merchandise does not overhang the pallet edges by more than 1 inch, and heavier items are consistently positioned at the base of the stack.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

BACKROOM FLOOR SPACE, CLEARANCE, AND RACKING SYSTEMS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Racking Upright Protection**	Storage rack uprights and end-of-aisle protectors show no signs of structural impact damage, missing safety pins, or loose anchor bolts.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Aisle Clearance and Load Limits**	Main backroom aisles maintain minimum clearance widths for emergency egress, and load capacity warning placards are clearly visible on all rack bays.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Sprinkler Head Clearance**	A minimum vertical clearance of 18 inches (36 inches for high-rack storage) is maintained between the top of the pallet stack and fire sprinkler heads.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
8	**Floor Surface Condition**	Concrete flooring in pallet staging areas is clean, dry, and free from oil spills, debris, or deep cracks that could destabilize handling equipment.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

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

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