| OpsAuditHub<br>opsauditihub.com | DOC ID: **SAF-0388** | REVISION: **Rev 2.4 (2026)** |
|---|---|---|
| | STANDARD: **OSHA 29 CFR 1910 Subpart O & NFPA 101 Life Safety Code** | AUDIT FREQUENCY: **Monthly Audit** |

# Vocational School Workshop Safety Checklist Compliance Checklist

**Operational Scope:** Establishes a mandatory compliance framework for inspecting vocational school workshops, machinery, and student training zones to mitigate physical and chemical hazards. Ensures adherence to institutional safety standards and protects students and instructors from occupational injury.

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|---|---|
| **MANDATORY PPE:** | Safety Glasses with Side Shields (ANSI Z87.1), Metatarsal Steel-Toe Boots (ASTM F2413), Cut-Resistant Mechanics Gloves (ANSI/ISEA 105), Hearing Protection - Earmuffs/Earplugs (NRR 25+), Flame-Resistant Lab Coat or Apron (NFPA 2112) |
| **PREREQUISITES:** | Verify baseline instructor certifications and active student safety contracts. \| Ensure emergency stop (E-stop) master circuits are energized and tested. \| Confirm unobstructed access to master utility shutoffs and eyewash stations. |

## MACHINE GUARDING AND MECHANICAL SAFETY

| # | COMPONENT / ITEM | VERIFICATION CRITERIA & ACCEPTANCE STANDARD | SEVERITY | STATUS |
|---|---|---|---|---|
| 1 | **Table Saws and Band Saws** | Blade guards, anti-kickback pawls, and riving knives are securely installed, aligned, and fully operational without binding. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 2 | **Lathes and Milling Machines** | Interlocking chuck guards and transparent chip shields are intact, functional, and automatically cut power when opened. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 3 | **Emergency Stop (E-Stop) Buttons** | All workshop machinery E-stops are clearly marked, unobstructed, and instantly halt equipment operation when depressed. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 4 | **Power Transmission Belts and Pulleys** | Enclosures and nip-point guards are securely bolted in place with zero exposed rotating shafts or belts. | **Warning** | **[ ] PASS [ ] FAIL [ ] N/A** |

## ELECTRICAL SAFETY AND ENVIRONMENTAL CONTROLS

| # | COMPONENT / ITEM | VERIFICATION CRITERIA & ACCEPTANCE STANDARD | SEVERITY | STATUS |
|---|---|---|---|---|
| 5 | **Electrical Service Panels** | Main breaker and sub-panels maintain a strict 36-inch clear workspace perimeter with no stored materials blocking access. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 6 | **Portable Power Tools and Cords** | All cords are free of fraying, exposed copper, or taped splices, and grounded plugs feature intact ground pins. | **Warning** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 7 | **Dust Collection and Ventilation Systems** | Exhaust airflow velocities meet operational thresholds, and collection bags/drums show no dangerous accumulation of combustible dust. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 8 | **Hazardous Materials and Flammable Storage** | Solvents, paints, and chemicals are stored exclusively in NFPA-approved flammable cabinets equipped with self-closing doors. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |

## LIFE SAFETY, PPE, AND EMERGENCY PREPAREDNESS

| # | COMPONENT / ITEM | VERIFICATION CRITERIA & ACCEPTANCE STANDARD | SEVERITY | STATUS |
|---|---|---|---|---|
| 9 | **Fire Extinguishers** | ABC and specialized Class D extinguishers are fully charged, mounted on walls, unobstructed, and inspection tags are initialed monthly. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 10 | **Eyewash Stations and Drench Showers** | Plumbed stations are tested weekly, provide tepid flushing fluid, and are completely free of surrounding obstructions. | **Critical (Immediate Out of Service)** | **[ ] PASS [ ] FAIL [ ] N/A** |
| 11 | **Floor Walkways and Yellow Safety Lines** | Aisle boundaries and machine operational perimeters are clearly painted, visible, and free from tripping hazards or debris. | **Standard** | **[ ] PASS [ ] FAIL [ ] N/A** |

| | | |
|---|---|---|
| **Certified Inspector / Lead Vocational Instructor Signature:** _____ | **Date / Time:** _____ | **Badge / Cert #:** _____ |
| **Site Safety Supervisor / Facilities Director 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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