

## DCSTEM Classroom Safety Inspection Checklist

Building/Room: \_\_\_\_\_

Date: \_\_\_\_\_

Start Time: \_\_\_\_\_

End Time: \_\_\_\_\_

Inspectors: \_\_\_\_\_

Checklist Items	Yes	No	NA	Comments
<b>A. General-All Areas</b>				
1. Are all ceiling tiles in place and in good condition?				
2. Is all furniture in good/stable condition and properly adjusted?				
3. Are wall-mounted book cases free of excessive material on top and not overloaded? (Chemicals & heavy items should not be stored above head height (6 feet)).				
4. Are all walking or working surfaces free of tipping/slipping hazards?				
5. Are emergency phone numbers and procedures posted at or near telephones?				
6. Are all fans equipped with a blade guard with openings no greater than ½ inch?				
7. Is consumption of food, beverage, etc., prohibited where required?				
<b>B. Exits/Corridors</b>				
1. Are all corridors unobstructed?				
2. Are all exit doors unobstructed?				
3. <i>For rooms with the capacity of 50 or more occupants</i> , are exit signs posted and properly illuminated to clearly indicate exits?				
4. <i>For rooms with the capacity of 50 or more occupants</i> , are all exit doors able to be opened from the inside without special knowledge/keys?				

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Checklist Items	Yes	No	NA	Comments
<b>B. Exits/Corridors (cont.)</b>				
5. <i>For rooms with the capacity of 50 or more occupants, are exit doors free of slide bolts or locks? Are exit doors free of slide bolts or locks?</i>				
<b>C. Electrical</b>				
1. Is there at least three (3) feet clearance in front of electrical panels/breaker boxes?				
2. Are electric hand tools properly grounded/double insulated?				
3. Is the area free of extension cords?				
4. Is all electrical equipment plugged directly into wall outlets?				
5. Are all cords/plugs free from damage or deterioration?				
6. Are switches and circuit breakers properly identified as to the service they are in and to what they control?				
7. Are circuit breaker panels free of combustible materials?				
8. Are covers plates in place on junction boxes to eliminate exposed wiring?				
9. Are "WARNING HIGH VOLTAGE" signs installed on high voltage enclosures for systems rated 600V or over?				
10. Is all electrical, including light fixtures, protected from physical damage by enclosure/guards?				