

# Safety Bulletin Board Check List

INSPECTION ITEM	YES	NO	CORRECTIVE ACTION
1. Is the Bulletin Board neat and attractive?			
2. Are Displayed Items Changed Regularly?			
3. Is the Board well Illuminated?			
4. Is the Board identified as the "Safety Bulletin Board"?			
5. Does the Safety Bulletin Board Contain the following:			
Fire & Bomb Evacuation Plan			
Fire & Evacuation Procedures			
Bomb Evacuation Procedures			
Emergency Phone Numbers			
List of CPR/First Aid Trained Personnel			
Location of First Aid Kit & Eye Wash Station			
Location of nearest Medical Treatment Facility			
Safety & Loss Control Statement			
Off the Job Safety Topic			
Department Safety Representative - Name & #			
Hazard Report Forms			
Job Safety Topic (Changed Monthly)			
Accident Reporting Procedures			
Safety Suggestion Program			
Applicable MSDS's updated & posted			
OSHA – Job Safety & Health Poster (English)			
OSHA – Job Safety & Health Poster (Spanish)			