

PUBLIC ALLIANCE INSURANCE FUND PARKS & RECREATION WORKS INSPECTION CHECKLIST

This checklist-type inspection form is considered by no means to be complete. It is intended to be revised as member input is received. This form has been developed for use by members of the Public Alliance Insurance Fund.

For those fire districts that do not have all of the sections included here, they can simply discard those sections and use only what applies to them. Should any exposures have been omitted, the Safety and Education Committee of the Public Alliance Insurance Fund and SelecTech would appreciate it being called to their attention.

All hazards can produce accidents that result in injury and should be corrected whenever detected. It is impossible to determine in advance what the consequences (injury severity) will be for particular hazards. Too many factors are involved. However, a general guide is presented here to try and help you determine those hazards that must be dealt with immediately and those that may enjoy less priority.

“A” Is a serious exposure that will, if left as is, produce a serious injury/illness and should be corrected immediately.

“B” Is a moderate exposure that can produce an injury/illness and should be addressed as quickly as possible.

All other deficiencies/hazards not included in this checklist should be corrected when they are uncovered. However, priorities must be set so this rating system is designed to help you determine what should be done first.

Version 1: 2/07/03

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PARKS & RECREATION DEPARTMENT SELF INSPECTION LIST

ENTITY _____

DATE: _____

DEPARTMENT OR FACILITY _____

SECTION COMPLETED BY: _____

SECTION I CHAIN SAWS	<u>RATING</u>	<u>YES</u>	<u>NO</u>	<u>N/A</u>
Are the safety features in place (hand guards, chain brakes, nose shielding devices, trigger throttle lock-out & chain catcher)	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are chain cutting edges regularly sharpened and properly shaped in accordance with manufacturers instructions?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all chain saw operators received proper training?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are operators required to use PPE (Hardhats, Safety Eyewear, Gloves, Hearing Protection and Chaps)?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they fueled at least 10 feet from any ignition source?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SECTION II POWER TOOLS & MACHINERY	<u>RATING</u>	<u>YES</u>	<u>NO</u>	<u>N/A</u>
Discharge guards maintained on lawn mowers & snow blowers?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is fuel stored in UL listed safety cans?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Protective equipment available and used by operators of the machinery & power equipment?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All shop tools & equipment provided with appropriate guards?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Double insulated or grounded tools used?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GFI's provided for electrical receptacles located within 6 feet of a water source?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SECTION II CHEMICAL USE & STORAGE	<u>RATING</u>	<u>YES</u>	<u>NO</u>	<u>N/A</u>
Staff trained in proper response to Hazmat Spills?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HAZMAT & Respiratory Protection Program in place?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all containers properly labeled in accordance with Right To Know Regulations	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are eyewash stations and emergency showers in place in areas where hazardous materials are used?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Protective Equipment available and used?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Material Safety Data Sheets available in area where chemicals are used?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical mixing and use by trained & certified personnel only	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SECTION III SWIMMING POOLS, LAKES & PONDS	<u>RATING</u>	<u>YES</u>	<u>NO</u>	<u>N/A</u>
If lifeguards are provided, are they properly certified and trained in Rescue techniques, First Aid & CPR?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate life saving equipment provided (life rings, backboard, life hooks, telephones, bullhorns and/or whistles)?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are floors equipped with non-slip coverings & proper drainage with secured grates?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employees properly trained in handling of water treatment chemicals such as chlorine	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there adequate PPE such as face shields & gloves for use in water treatment procedures?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are electrical outlets equipped with Ground Fault Interrupters?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Life vests used by all personnel working in boats?	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are emergency procedures in place for Chlorine Spills including SCBA's?	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>