Self-Inspections are a critical part of a safety and health management system. These inspections are important to ensuring the safety and health of workers.

An inspection is a method of identifying unsafe conditions through observations and testing of the work environment. This could include housekeeping, emergency alarms, electrical hazards, machine guarding, or chemical hazards, the list can be small or large depending on the workplace.

One method of conducing inspections is informal. Informal inspection are conducted by either workers or management. An example would be an employee conducting a daily inspection of their work area for slip, trip, or fall hazards. A supervisor or manager may then follow up with the employee regarding what was found.

Another method of conducting inspections is formal. Formal inspections could use a checklist with a report generated thereafter. Inspection of complex machinery or conditions should always be conducted formally and supported by a checklist, log or report.

Informal inspections are normally conducted daily. A formal or more complex inspection may be performed either weekly, monthly, or even quarterly. Inspections should be conducted by individuals who are knowledgeable in the subject matter and have the ability to recognize unsafe conditions. A training program for managers and workers should be focused on the hazards of their work environment. Once an inspection is completed, an authorized individual should ensure that corrections are made in a timely manner. If needed, use interim controls while you develop and implement longer-term solutions. Employees should be made aware of, or removed from the hazardous condition depending upon its severity.

You should share the findings from inspections with employees. You could post on bulletin boards, share during safety meetings, or use electronic methods such as email or text. Sharing the information will increase accountability and trust in your safety and health program.

*Remember each State operates an OSHA funded free onsite consultation service. You can find your local provider by clicking (here).*

*Ensure a safer tomorrow by getting started today!*

\*\*\*narration takes approximately 2 mins 20 seconds.