

CHECKLIST

Warehouse Health & Safety Risks

Layout

- Has an up to date Risk Assessment been done on all hazards?
- Are people/vehicles segregated?
- Are one way systems used?
- Emergency exits are marked, open, and are accessible?
- Surfaces are flat and unobstructed?
- Markings are clear and visible?
- Rack ends and uprights are protected?

Floors.

- Load bearing is more than adequate?
- Are not slippery
- Are flat, level and free from holes/ "sharps"
- Mezzanine floors have clearly marked safe load bearing capacities
- Mezzanine floors have all openings and edges guarded
- Self closing gates are fitted to mezzanine floors

Heating

- Are reasonable working temperatures being maintained?
- Where this is not possible, an area is available for employees to warm up.

Lighting

- Is it sufficient to give safe and workable conditions (e.g. of minimum levels are Receipt/Despatch 30 Lux, Racking 60 Lux, Offices 100 Lux)

Housekeeping

- Aisles are kept clean
- Stock does not project from racking/shelving.
- Spillage's are immediately cleaned up
- Packing materials used are the correct ones for the job
- Waste packing materials are contained and correctly disposed of.