

NRCA Safety Manual  
 Chapter Twenty Nine:  
 Warehouse and Yard Operations  
 Checklist



NATIONAL ROOFING CONTRACTORS ASSOCIATION | **CNA** COMMERCIAL INSURANCE

1.	Is warehouse access restricted to prevent unauthorized entry?	Y	N
2.	Are emergency phone numbers accessible to warehouse personnel in case of emergencies?	Y	N
3.	Are fire, carbon monoxide and burglar alarms in working order?	Y	N
4.	Is fire extinguishing equipment visible and accessible?	Y	N
5.	Have warehouse workers been trained in the operation of fire extinguishers?	Y	N
6.	Are fire exits visible and accessible?	Y	N
7.	Have workers been trained in emergency evacuation of the warehouse?	Y	N
8.	Are Material Safety Data Sheets accessible to warehouse workers in case of product or chemical spills?	Y	N
9.	Are warehouse workers trained in hazmat procedures?	Y	N
10.	Is the proper personal protective equipment available and being used by warehouse personnel?	Y	N
11.	Are first aid kits available in the warehouse?	Y	N
12.	Is fall protection in use by workers exposed to falls of 4 feet or more?	Y	N
13.	Have all workers who operate forklifts been trained and certified on the equipment?	Y	N

14.	Have warehouse workers been trained in proper lifting techniques for minimizing injuries?	<b>Y</b>	<b>N</b>
15.	Are warehouse floors clean, nonslip and free of holes or depressions?	<b>Y</b>	<b>N</b>
16.	Is warehouse shelving configured to support the load of materials placed upon them?	<b>Y</b>	<b>N</b>
17.	Does shelving have side and back guards in place to prevent materials from falling onto aisles and adjacent shelving?	<b>Y</b>	<b>N</b>
18.	Is the lighting sufficient in dock areas, aisles and shelving areas?	<b>Y</b>	<b>N</b>
19.	Is an eye-flushing/shower station accessible for emergency use related to chemical exposures?	<b>Y</b>	<b>N</b>