

NRCA Safety Manual
Chapter Twenty Eight:
Sheet Metal Checklist



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

	Pre-job		
1.	Will installation of sheet metal or use of welding and metal cutting equipment take place on this job?	Y	N
2.	Have cylinders, hoses, valves, connections and torches been inspected for leaks prior to delivery to the job?	Y	N
3.	Has arc welding equipment been inspected for proper operation, defects or damage?	Y	N
4.	Have employees who are scheduled to use the equipment been trained in its operation and safety procedures to follow for its use?	Y	N
5.	Has portable metal forming equipment been inspected for proper operation, defects or damage?	Y	N
6.	Are all guards in place and operating properly on metal-forming equipment?	Y	N
	Job-in-progress		
7.	Are gas cylinders present on the job being stored, transported or used only in the upright position?	Y	N
8.	Are gas cylinders hoisted by means of a pallet or cradle?	Y	N
9.	Are fuel and oxygen cylinders separated by 20 feet or a half-hour, fire-rated noncombustible barrier?	Y	N
10.	Are cylinders stored in a safe area away from combustibles?	Y	N

11.	Are cylinders kept away from confined spaces?	Y	N
12.	Are hoses, valves, connections and torches inspected for leaks each day before use?	Y	N
13.	Are valve protection caps in place on cylinders being used at the jobsite?	Y	N
14.	Is appropriate personal protective equipment being used by workers engaged in sheet metal operations?	Y	N
15.	Are arc welding components fully insulated?	Y	N
16.	Have all ground connections been inspected to ensure they are able to handle the electrical current?	Y	N
17.	Have employees who are using arc welding equipment been trained in its safe operation?	Y	N
18.	Is fire extinguishing equipment readily available, fully charged and of sufficient capacity?	Y	N
19.	If welding involves metals with toxic properties, are respirators in use by workers or is adequate ventilation established?	Y	N
	Post-job		
20.	Have damaged cylinders or equipment been tagged out-of-service for repair or replacement?	Y	N
21.	Has the jobsite been cleared of any metal shards or shavings that could cause injury?	Y	N
22.	Have fire extinguishers been checked for discharge and removed from service if depleted?	Y	N