



Form 12.2

Weekly Facility Inspection Report

Date:		Time:		Inspector:	
Inspection Checklist					
Equipment/ Structure	Inspection Element	Status		Comments	
		Acceptable	Unacceptable		
Doors	Check for damage and proper closure and lock function				
Warning signs	Check for presence and visibility of signs				
Container Loading/ Unloading Area	Check for damage to containers				
	Check for evidence of spilled material on dock, ramp and landing				
	Check for removal of used absorbent and cleaning materials				
	Check to ensure that all containers are removed from the loading dock within 24 hrs. of placement on the dock				
	Check for cracks and gaps in base, and concrete slab				



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Storage Areas #1 - #5	Check for cracks and gaps in base, and concrete slab			
	Check that all containers are properly closed and not leaking, swelling or severe dents			
	Check for proper placement/stacking (8' high maximum)			
	Check adequacy of aisle space (24 inches minimum)			
	Check for proper labeling of all containers in storage			
	Check that all containers are properly dated			
	Verify that all containers are within the storage area (within red lines)			
Storage Area #1	Number of full pallet spaces			
Storage Area #2	Number of full pallet spaces			
Storage Area #3	Number of full pallet spaces			
Storage Area #4	Number of full pallet spaces			
Storage Area #5	Number of full pallet spaces			