

PLANNED INSPECTION

TOTAL POSSIBLE POINTS =380

AUDIT MEASUREMENT

3.1 GENERAL INSPECTION (145 Points)		YES/NO	SCORE
*	3.1.1. Are planned general inspections conducted? (X0-25)		
*	3.1.2. Indicate whether or not, all structures/areas needing inspection are identified; the responsibility to conduct planned inspections has been assigned; the frequency of inspection has been established; and inspection checklists are being used. Award up to 60 points maximum depending on the proportion of yes answers.		

3.1 GENERAL INSPECTION (145 Points)		YES/NO	SCORE
*	3.1.3. Are all substandard conditions and practices, observed during planned general inspections, reported* in writing? (X0-10)		
*	3.1.4. Are checklists* of items to look for provided for use of persons making inspections? (X0-10)		
*	3.1.5. Are all substandard conditions and practices, observed during planned general inspections, classified as to hazard potential? (X0 - 15)		

*	3.1.6. Is a copy of each planned general inspection report given to the supervisor concerned for remedial follow-up? (X0-15)		
**	3.1.7. Is the supervisor held accountable to see that all items within his/her area of responsibility are corrected on a timely basis in accordance with severity? (X0-10)		
3.2 FOLLOW-UP PROCEDURES (110 Points)		YES/NO	SCORE
***	3.2.1. Is there an internal written procedure* established so that all items are corrected in order of priority? (X0-40)		
**	3.2.2. Is a written report* of all planned inspections, together with details of remedial action taken or reasons for delay, regularly brought before appropriate senior management? (X0-25)		
***	3.2.3. Are hazard Classifications used to determine the level of management attention and priority of remedial actions? (X0-25)		
****	3.2.4. When appropriate, is the safety & health committee and/or safety & health representative kept informed of corrective measures taken & reasons for any delay? (X0-20)		

3.3	CRITICAL PARTS/ITEMS (40 Points)	YES/NO	SCORE
*****	3.3.1. Has an inventory* been made to identify critical parts/items? (X0-40)		
3.4	PREVENTIVE MAINTENANCE (55 Points)	YES/NO	SCORE

****	3.4.1. Is there a preventative maintenance program? (X0 - 30)		
*****	3.4.2. Are records* kept of maintenance dates and work done? (X0 -25)		
3.5 EQUIPMENT CHECK-OUTS (30 Points)		YES/NO	SCORE
***	3.5.1. Does the organization have an inventory* of all types of mobile/materials handling and other equipment utilized? (X0-15)		
****	3.5.2. Are pre-use check out forms* used before equipment is operated? (X0-15)		
TOTAL POINTS FOR PLANNED INSPECTION = TOTAL POSSIBLE POINTS = 380 Percentage Score for PLANNED INSPECTION = Total points scored divided by total possible points multiplied by 100.			