



United States  
Department of  
Agriculture

Agricultural  
Marketing  
Service

Quality Assessment Division  
1400 Independence Ave SW, Stop 0258  
Washington, DC 20250

QAD 1702 Form  
January 26, 2016

### QAD Safety Inspection Worksheet

*To be completed the first quarter of the Fiscal Year and on new Applications for Service*

Review Date	Applicant Name	Applicant Location (City, State)	FSIS Est. Number or Plant #
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

	YES	NO
Designated parking is secure and adequately lighted.		
Furniture and office equipment in safe working condition.		
Electrical cords and outlets are adequate for electrical needs and in safe working condition.		
Adequate lighting available to perform task.		
USDA Safety and Health Poster (Post) (Form AD-1010).		
Emergency telephone numbers (police, fire, etc.)(Post).		
Bomb threat procedures (Post).		
Action plan/schematic for fire, natural disaster and chemical leak (CO2, Ammonia, etc.) (Post).		
Areas where hearing protection is required are identified (Post).		
Employees are familiar with procedures for reporting unsafe/unhealthful working conditions.		
Restrooms and hand washing facilities clean, sanitary and in good repair.		
USDA/applicant tobacco use policy is adhered to.		
If applicable, the assigned GSA vehicle contains an accident kit.		

	YES	NO
Handrails are provided on all stairways having four or more risers.		
Aisles and passageways kept free from obstructions.		
Sufficient walking clearance where mechanical handling equipment is used.		
Physical or health hazards in work area are posted until abated.		
Machines and equipment are properly guarded.		
Employees are trained in lockout/tagout procedures.		
Electrical equipment used by or in the area of employees are in safe working condition.		
Work areas are clean, orderly and provide proper footing with no tripping hazards.		
Noise levels measured using a sound level meter.		
Employees who have a potential exposure of 85dBA are registered in a hearing conservation program.		
Employees trained in proper use, handling and storage of PPE. PPE used/worn during work assignment.		
If applicable, chemical storage containers are properly labeled.		
If applicable, Hazardous Material List maintained and up-to-date.		
Employees are familiar with the location of Material Safety Data Sheet.		
Exit doors are sufficient, permit unobstructed egress and clearly marked.		
Exit doors are unlocked when employees are in the building.		

QAD Employees wear personal protective equipment. (Check all that apply)

- None     
  Hearing Protection     
  Safety Shoes     
  Wrist Supports  
 Hard Hats     
  Cooler Coats/Frocks     
  Back Supports     
  Eye Protection

Remarks	
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<input type="text"/>	<input type="text"/>	<input type="text"/>
Date Signed	QAD Employee Printed Name	QAD Employee Signature