

U.S. Department of Labor

Mine Safety and Health Administration



MSHA's Small Mine Office—Serving the small mines in America

Week 40

Location: _____ Supervisor: _____

Date: _____

Time: _____

Duration: _____

1) **Equipment Inspection**

- Operators must make a pre-operation safety inspection.
- Deficiencies not corrected immediately must be reported and recorded.
- Report “imminent danger” defects to your supervisor immediately

2) **Housekeeping**

- Walkways must be kept free of debris
- Oil and grease must be cleaned up and disposed of properly
- Every floor, working place, and passageway shall be kept free from protruding nails, splinters, holes, or loose boards, as practicable
- Workplaces, passageways, storerooms, and service rooms shall be kept clean and orderly

3) **Watch Your Step**

- Hold onto handrails as you walk up or down stairs or steps
- Don't run in work areas
- Stay alert for broken walkway decks and handrails.
- Walk where there are established walkways. Do not walk on makeshift skylights, weak metal, or unfinished construction
- Report hazardous walkways to your supervisor.

Attendees:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Employees Comments: