

**APHIS SAFETY INSPECTION CHECKLIST**  
**(Animal Handling Facilities and Equipment, Bird Quarantine Facilities, and Greenhouses)**

USDA-APHIS

**INSTRUCTIONS:** Questions regarding specific standards may be directed to the Collateral Duty Safety and Health Officer, or to SHES, MSD, Unit 115, 4700 River Road, Riverdale, MD 20737-1228. Refer to the APHIS Safety and Health Manual, Chapter 2 for additional information.

NAME OF INSPECTOR	LOCATION OF FACILITY INSPECTED	DATE OF INSPECTION
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Complete all items ("X" one column). A "Not Applicable" (N/A) column is provided because all items and conditions may not apply to each area. Explain all "NO" responses in "Section F - Corrective Action."

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	YES	NO	N/A		YES	NO	N/A
<b>A. Animal Handling Facilities &amp; Equipment:</b>							
1. Is sufficient storage space provided for work tools, e.g., pitchforks, shovels, buckets, etc.?				16. Is the necropsy room equipped with refrigerated storage space for carcasses retained for laboratory inspection, or is there lockable refrigerated storage space in the quarantine area?			
2. Is pressurized spray cleaning equipment checked regularly? (NOTE: All hose clamps must be securely tightened)				17. Is the facility in a clean and sanitary condition?			
3. Are gates, fences ramps, etc., properly constructed to eliminate pinch points?				18. Is there a receptacle for soiled and contaminated clothing in the clothes change area nearest the entrance to the bird holding area?			
4. Are safety devices in place to eliminate hazards while operating incinerator?				19. Is waste disposed of properly?			
5. Is there a sufficient number of adequately trained personnel to safely handle livestock?				20. Is there control of surface drainage onto or from the facility to prevent any disease agent from entering or escaping the facility?			
6. Have written Standard Operating Procedures (SOP) been established covering the selection and use of personal protective equipment?				21. Are exhaust hoods sufficient for intended use?			
7. Has personal protective equipment been issued to personnel as needed (respirators, chemical splash goggles, safety glasses, gloves, hard hats, foot protection, etc.)?				22. Is sufficient lighting provided in and around the exhaust hood?			
8. Are hazardous warning signs available for employees, maintenance personnel, or visitors as needed (no smoking, hazardous area, no admittance, etc.)?				23. Does the exhaust hood air movement exceed a minimum of 80 to 100 fpm (feet per minute) at face of hood?			
9. Is the following animal handling equipment in good condition:				24. Are Standard Operating Procedures developed to cover protective equipment and other safety precautions in the quarantine area?			
a. Cattle chutes?				25. Has personnel been trained in the use of personal protective equipment?			
b. Lariats?				26. Is the use of personal protective equipment strictly enforced?			
c. Rope or nylon halters?				27. Is personal protective equipment readily available?			
d. Nose leads?				28. Is a hearing conservation program in effect, if necessary?			
e. Hog snares?				<b>C. Greenhouses</b>			
10. Are suitable containers available for disposal of waste sharps?				29. Is appropriate personal protective equipment issued and used?			
11. Are sharps disposed of in accordance with Federal, State, and local requirements?				30. Are flats and other plant containers maintained in good condition (no rough edges, splinters, etc.)?			
<b>B. Bird Quarantine Facilities:</b>				31. Are aisles kept free of gravel, etc.?			
12. Does the ventilation system operate properly?				32. Are sharp tools stored properly?			
13. Are bird holding areas equipped with self-closing doors?				33. Are walks treated to control algal scum?			
14. Are interior surfaces of walls, floors, and ceilings water resistant so they may be easily cleaned?				34. Are personnel with open cuts or abrasions prohibited from handling soil unless wounds are bandaged?			
15. Is an insect and rodent control program in effect?				35. Are adequate personnel available and proper procedures established for lifting trays, sash, etc.?			
				36. Can walk-in refrigerators/environmental chambers be opened from inside, even when locked?			
				37. Are the proper type of refrigerators being used, when strong flammables?			

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D. Miscellaneous:	YES	NO	N/A		YES	NO	N/A
	38. Do employees participate in the Occupational Medical Monitoring Program, where necessary or recommended?					40. Are employees familiar with the elements of the Occupational Medical Monitoring Program?	
39. Do employees discuss abnormal testing results with a physician?				41. Are employees familiar with workplace hazards and safety procedures?			

E. Other (Enter items not listed in this checklist that are applicable to your section )

**F. Corrective Action**

ITEM NO.	DEFICIENCIES IDENTIFIED	REQUIRED ACTIONS TO CORRECT DEFICIENCIES	ACCOMPLISHMENTS