

TULSA PARKS RECREATION CENTERS SAFETY INSPECTION

Center: _____ Date: _____ Inspector: _____

1. **FIRE EXTINGUISHERS:**
 - a. Are they charged? _____
 - b. Date of last inspection _____
 - c. Located appropriately _____
 - d. Right size _____
 - e. Properly hung on wall _____

2. **FIRST AID – BASIC SUPPLY:**
 - a. Band-aids, Gauze, Tape and Ice Packs _____

3. **RESTROOMS:**
 - a. Clean _____
 - b. Disinfected _____

4. **CRAFT ROOMS:**
 - a. Clean and Orderly _____
 - b. Proper storage of all paints and flammables _____

5. **KILNS:**
 - a. Completely separate from all flammables _____
 - b. Proper Ventilation _____
 - c. Provide with divider to prevent accidental contact _____
 - d. Only handled by qualified persons _____

6. **VENTILATION:**
 - a. Appropriate mechanical ventilation for all areas where noxious (or nuisance) fumes or odors can originate such as:
 - a. Restrooms _____
 - b. Kiln Rooms _____
 - c. Gymnasium _____
 - d. Weight Rooms _____
 - e. Craft Rooms _____
 - f. Kitchens _____
 - g. Custodial Storage areas _____

7. **MECHANICAL EQUIPMENT ROOMS:**
 - a. No flammables or combustibles within three feet (36") of any:
 - a. Furnace _____
 - b. Water Heater _____
 - c. Any flame producing device _____
 - d. Clear access to electrical panels/service boxes _____
 - e. Clear access to filters _____

8. **HOUSEKEEPING – GENERAL CLEANLINESS:**
 - a. No slippery spots _____
 - b. Proper storage of all:
 - a. Cleaning supplies _____
 - b. Chemicals _____

9. **KITCHEN - GENERAL CLEANLINESS:**
 - a. Proper storage of all:
 - a. Utensils _____
 - b. Foods _____
 - c. Chemicals _____
 - d. Waste _____
 - e. Other _____

(continued)

