

# “Low-Hanging Fruit” When Conducting Walkthroughs

*Common, easy-to-spot hazards you can often correct within a day!*

Plan on external assessors visiting your site when you pursue formal safety management system (SMS) approval or recognition. During worksite walkthroughs, assessors often discover hazards you can correct before their arrival. This one pager raises awareness to some common findings you may have at your workplace. Incorporate these items into scheduled safety and health inspections and informal day-to-day worksite evaluations. Add any identified findings to your hazard tracking log and track the finding to closure. Set your organization up for success by identifying and correcting these “low-hanging fruit” at your organization.

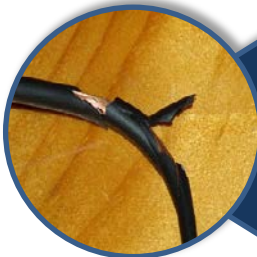


## Machine Guarding

- ✓ Missing machine guards
- ✓ Unanchored machinery
- ✓ Unadjusted guards on grinding wheels

## Lockout/Tagout (LOTO)

- ✓ Keys left in locks
- ✓ Tags incomplete or illegible
- ✓ Tags easily removed by pulling



## Electrical

- ✓ Damaged or frayed wiring
- ✓ Daisy chains
- ✓ Obstructed electrical panels
- ✓ Holes in the outer panel box

## Walking-Working Surfaces

- ✓ Wires and cords pulled across aisle ways
- ✓ Cabinets left open in hallways
- ✓ Wet or slippery surfaces



## Fire Protection

- ✓ Obstructed fire protection equipment
- ✓ Lack of fire extinguishers in marked areas
- ✓ Storage within 18" of sprinkler heads

### Forklift/Powered Industrial Trucks

- ✓ Daily pre-use inspections not documented
- ✓ Load capacity not marked
- ✓ Seatbelts not worn by operators
- ✓ Forks or loads raised when not in use



### Personal Protective Equipment (PPE)

- ✓ Employees and visitors not wearing required PPE
- ✓ PPE not put away after use



### Hazard Communication

- ✓ Unlabeled portable or secondary containers
- ✓ Illegible container labels
- ✓ Inaccessible safety data sheets (SDSs)



### Compressed Gas Cylinders

- ✓ Unlabeled cylinders
- ✓ Storage near heat sources
- ✓ Missing valve protector caps on unused cylinders



### Emergency and Egress

- ✓ Blocked exit doors or egress paths
- ✓ Locked exit doors
- ✓ Missing EXIT signs on designated doors
- ✓ EXIT signs not visible from any area



### Emergency Eyewash/Shower Station

- ✓ Dirty eyewash nozzles
- ✓ Blocked or inaccessible stations



### Posted Documents

- ✓ OSHA Form 300A not posted Feb 1 – Apr 30
- ✓ Documents signed by previous leadership
- ✓ Outdated names, contact information, and numbers
- ✓ Past due dates on inspection tags, where applicable



For additional information on the SMCX's services, please visit the SMCX-hosted website at: <https://www.smscx.org>.



DoD Safety Management Center of Excellence