

Building Hazard Assessment

This checklist can be used by administrators, teachers, or staff to assess hazards throughout the building that require mitigation. Be sure to check every room, including shop areas, custodian's closets, storage areas, and the gymnasium, and complete this form for each area surveyed. Use the information gathered during the hazard assessment to determine the scope of hazards throughout the school and to develop a plan and schedule to reduce the hazards.

Area: _____

Date Surveyed: _____ **Surveyed By:** _____

Hazard	Comments
<input type="checkbox"/> Toxic, corrosive, and flammable materials not stored to withstand falling and breaking (Note: Be sure to check for cleaning compounds, art supplies, chemistry and science materials, swimming pool chemicals, etc.)	
<input type="checkbox"/> Hazardous materials located in areas that do not have warning signs	
<input type="checkbox"/> Unsecured appliances (e.g., water heaters, space heaters, toaster ovens, microwave ovens, etc.)	
<input type="checkbox"/> Unsecured fire extinguishers or fire extinguishers that require recharging	
<input type="checkbox"/> Unsecured filing cabinets or cabinets with inadequate drawer latches	
<input type="checkbox"/> Inadequately supported light fixtures	
<input type="checkbox"/> Unanchored table lamps	
<input type="checkbox"/> Extended, unsupported roof spans	
<input type="checkbox"/> Windows not composed of safety glass, especially near exits	
<input type="checkbox"/> Unsecured athletic equipment	
<input type="checkbox"/> Other (list):	