

Warehouse Safety Checklist

Training & Safety Culture

- ☐ Provide new-hire and refresher training
- ☐ Encourage hazard reporting
- ☐ Reward safe behavior

Ergonomics & Lifting

- ☐ Conduct an ergonomics hazard assessment
- ☐ Limit heavy manual lifting and require team lifts
- ☐ Use lift-assist tools
- ☐ Train proper lifting form

Material Handling & Equipment

- ☐ Inspect forklifts before each shift
- ☐ Enforce certification requirements
- ☐ Ensure that training is documented, including the date and topics covered
- ☐ Follow speed limits and horn use
- ☐ Remove defective equipment

Storage & Housekeeping

- ☐ Inspect racks daily
- ☐ Store heavy items low
- ☐ Keep aisles clear
- ☐ Keep emergency exits clear and free from debris
- ☐ Clean spills immediately

PPE & Signage

- ☐ Conduct a PPE and/or Job Hazard Assessment
- ☐ Provide and enforce PPE
- ☐ Mark forklift lanes and pedestrian walkways
- ☐ Maintain emergency exit signs

Emergency Preparedness

- ☐ Conduct fire and evacuation drills
- ☐ Stock first aid kits
- ☐ Train workers on shutoff procedures