SAFETY

Walking-working surfaces and housekeeping inspection checklist

The regular inspection OSHA 1910.22(d) requires of floors, aisles, stairs, platforms and passageways: clean, dry and orderly surfaces, hazards guarded until they are repaired, loads and safe access.

How often: **Weekly, and as necessary** Who: **Area supervisor** **About 15 min** **18 items**

Site or area _____ Asset or line _____

Date and time _____ Completed by _____

Before you use it

- OSHA 29 CFR 1910.22(d)(1) requires walking-working surfaces to be inspected “regularly and as necessary” and maintained in a safe condition. It sets no interval, so the weekly frequency here is a starting point for the site to adjust.
- Surface conditions under 1910.22(a): all places of employment, passageways, storerooms, service rooms and walking-working surfaces kept clean, orderly and sanitary; each workroom floor clean and, to the extent feasible, dry, with drainage maintained and dry standing places such as false floors, platforms and mats provided where wet processes are used; and surfaces maintained free of hazards such as sharp or protruding objects, loose boards, corrosion, leaks, spills, snow and ice.
- A hazardous condition must be corrected or repaired before an employee uses the surface again. If that cannot be done immediately, the hazard must be guarded to prevent employees from using the surface until it is corrected or repaired (1910.22(d)(2)). A correction or repair that involves the structural integrity of the surface must be performed or supervised by a qualified person (1910.22(d)(3)).
- Each walking-working surface must support its maximum intended load (1910.22(b)), and the employer must provide, and ensure each employee uses, a safe means of access to and from walking-working surfaces (1910.22(c)). Add the site’s own items for guardrails, floor holes and dock edges, which other sections of subpart D cover.
- Run the checklist per area or building section, and attach a photo to every hazard so the work order shows the exact spot.

Area

NO.	ITEM	RESULT	NOTES
1	**Scan the area tag**	☐ Visited	
2	**Area or building section**	_____	
3	**Surface type**	☐ Floor and aisles ☐ Stairs and ramps ☐ Platform or mezzanine ☐ Dock or loading area ☐ Outdoor walkway	

Surface condition (1910.22(a))

NO.	ITEM	RESULT	NOTES
4	**Floors, passageways and storerooms clean, orderly and free of debris**	☐ Pass ☐ Fail ☐ N/A	
5	**Floor dry; spills and leaks cleaned up, and drainage working where wet processes run**	☐ Pass ☐ Fail ☐ N/A	

NO.	ITEM	RESULT	NOTES
6	**Dry standing places such as mats, false floors or platforms in place at wet processes**	☐ Pass ☐ Fail ☐ N/A	
7	**No sharp or protruding objects, loose boards or corrosion**	☐ Pass ☐ Fail ☐ N/A	
8	**No snow or ice on walkways and outdoor surfaces**	☐ Pass ☐ Fail ☐ N/A	
9	**Aisles and passageways clear for their full width**	☐ Pass ☐ Fail ☐ N/A	

Loads and access (1910.22(b)–(c))

NO.	ITEM	RESULT	NOTES
10	**Stored materials within the rated load of the floor, platform or mezzanine**	☐ Pass ☐ Fail ☐ N/A	
11	**Safe means of access and egress to each platform, mezzanine and elevated surface in place and in use**	☐ Pass ☐ Fail ☐ N/A	
12	**Stairs, ramps and ladders used for access in sound condition**	☐ Pass ☐ Fail ☐ N/A	

Hazards found (1910.22(d))

NO.	ITEM	RESULT	NOTES
13	**Each hazard corrected before the surface is used again, or guarded off until it is**	☐ Pass ☐ Fail ☐ N/A	
14	**Repairs affecting structural integrity assigned to, or supervised by, a qualified person**	☐ Pass ☐ Fail ☐ N/A	
15	**Photo of each hazard**	☐ Photo taken	
16	**Location and description of each hazard**	_____ _____	

Result

NO.	ITEM	RESULT	NOTES
17	**Result**	☐ No hazards ☐ Hazards guarded, work orders raised ☐ Area closed until repaired	
18	**Inspector**	Name _____ Signature _____ Date _____	

Follow-up

For each failed check or reading out of limit: what was found, what was done, and the work order raised for it.

NO.	WHAT WAS FOUND	ACTION OR WORK ORDER	OWNER	DUE

NO.	WHAT WAS FOUND	ACTION OR WORK ORDER	OWNER	DUE

References

- OSHA 29 CFR 1910.22, walking-working surfaces: general requirements
  https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.22

Free to use and adapt. To run it on mobile, with checkpoint scans, readings checked against their limits as they are entered, and photos and signatures attached to the check, see vardian.io/templates/walking-working-surfaces-inspection.