

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|---|---|
| Unit: | Unit Manager |
| Administration – Commissioner’s Office | Art Britt |
| Location Inspected: | Inspection Team: |
| NCDOL – 2nd floor – Commissioner’s Office | Alberta Hall + Stacey Thompson |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 06/25/13 | 06/25/13 |
| Reason for Delay (if any): | |
| | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: | | |
| | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

STORAGE

- | | | |
|--|--|---|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input checked="" type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

File boxes on top of cabinet in vault should be pushed against the wall to avoid overhang – potential for boxes falling.

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

See above comments regarding storage in the vault.

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|-----------------------------------|---|
| Unit: | Unit Manager |
| Budget | Jack Brinson |
| Location Inspected: | Inspection Team: |
| NCDOL – 3 rd floor | Todd McNoldy |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 6/27/13 | 6/27/13 |
| Reason for Delay (if any): | |
| | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: | | |
| | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

STORAGE

- | | | |
|--|--|--|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

Some lightbulbs have been intentionally disabled in order to reduce the area's temperature, but simply turning these off at the switch would yield the same results without introducing potential safety hazards.

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

The fire extinguisher for this section has not been inspected since 2010.

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

In the back area near the emergency exit, lights are disabled when turning off one of the two light switches would result in the same amount of light coverage. In addition, the fire extinguisher has not been inspected in over three years.

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|-----------------------------------|---|
| Unit: | Unit Manager |
| Communications | Dolores Quesenberry |
| Location Inspected: | Inspection Team: |
| NCDOL – 3 rd floor | Todd McNoldy |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 6/27/13 | 6/27/13 |
| Reason for Delay (if any): | |
| | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: | | |
| | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

STORAGE

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

No visible stepstool or ladder to access the materials stacked higher than 5 feet.

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

The fire extinguisher for this section was last inspected two years ago, in June of 2011.

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

This division has attempted to procure a stepstool unsuccessfully since the last inspection; they're still working on that. The fire extinguisher, as with most in the Labor Building, has not been inspected in years.

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|-----------------------------------|---|
| Unit: | Unit Manager |
| Human Resources | Nancy Lipscomb |
| Location Inspected: | Inspection Team: |
| NCDOL – 1 st Floor | Crystal Talmadge/Dawain Faison |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 06/25/13 | 06/25/13 |
| Reason for Delay (if any): | |
| | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input checked="" type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: Fans on file cabinets are connected by extension cords. In addition, this section may want to use surge protection. | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

STORAGE

- | | | |
|--|--|---|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input checked="" type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

Large, white box on top shelf (hanging over shelf) in storage vault.

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

See above comments regarding storage extension cord use and overhang hazards in the vault.

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|--|---|
| Unit: | Unit Manager |
| Research and Policy/Information Technology | Tina Morris-Anderson |
| Location Inspected: | Inspection Team: |
| 4th floor, Labor Building | Angela Hamilton |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 6/27/13 | 6/27/13 |
| Reason for Delay (if any): | |
| | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: | | |
| <i>No hazards observed.</i> | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

No hazards observed.

STORAGE

- | | | |
|--|--|--|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

No hazards observed.

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

No hazards observed.

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

Note: There are several chairs upside down outside the office on the IT side being used by the contractor, across from rm 414 that were not in direct violation to any one item and didn't narrow the walkway but might need to be looked into and/or moved. ~A. Hamilton

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|--|---|
| Unit: | Unit Manager |
| NC Occupational Safety and Health Review Commission – Lee House (422 N Blount St) | Nancy Swaney |
| Location Inspected: | Inspection Team: |
| OSH Review Commission | Chanel Brown & Mildred Rivera |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 6/20/13 | 6/20/13 |
| Reason for Delay (if any): | |
| n/a | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

STORAGE

- | | | |
|--|--|--|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|-----------------------------------|---|
| Unit: | Unit Manager |
| Legal Affairs | Jane Gilchrist |
| Location Inspected: | Inspection Team: |
| NCDOL – 2nd floor – Legal Affairs | Alberta Hall + Stacey Thompson |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 06/25/13 | 06/25/13 |
| Reason for Delay (if any): | |
| | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: | | |
| | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

STORAGE

- | | | |
|--|--|--|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

No problems found.

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|-----------------------------------|---|
| Unit: | Unit Manager |
| PSIM | Anne Weaver |
| Location Inspected: | Inspection Team: |
| OSH PSIM/ORB BLDG | Justin DeLancey/Erin Gould |
| Inspection Date: | Date Information Provided to Unit Manager: |
| 6/17/2013 | 6/18/2013 |
| Reason for Delay (if any): | |
| | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

| ELECTRICAL CORDS AND OUTLETS | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |
| Explanation: | | |
| | | |

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

STORAGE

- | | | |
|--|--|--|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- | | |
|---|--|
| <input type="checkbox"/> Fire extinguishers have a current inspection sticker | <input type="checkbox"/> Emergency lights are in operating order |
|---|--|

Explanation:

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

Note: There is (1) ceiling tile loose/falling down in storage room B220 that needs to be addressed

NCDOL EMPLOYEE SAFETY AND HEALTH PROGRAM



UNIT INSPECTION FORM

(A Copy of this completed form should be provided to the affected Supervisor, the Unit Manager, the Department Safety and Health Coordinator, and the Employee Safety and Health Steering Committee)

| | |
|---|---|
| Unit: OSH ADMINISTRATION | Unit Manager KEVIN BEAUREGARD |
| Location Inspected: ORB 3 RD FLOOR | Inspection Team: CARRIE BORING |
| Inspection Date: 6/27/13 | Date Information Provided to Unit Manager: |
| Reason for Delay (if any): | |

INSPECTION INFORMATION

(Please place a check in the adjacent box if the items listed below exist. Document the location and details in the space provided at the end of this inspection report)

ELECTRICAL CORDS AND OUTLETS

- | | | |
|---|--|---|
| <input type="checkbox"/> Electrical cords attached to building surfaces | <input type="checkbox"/> Two pronged extension cords used | <input type="checkbox"/> Empty opening in electrical equipment |
| <input type="checkbox"/> Frayed, cut, nicked, or damaged cords exposing interior conductors | <input type="checkbox"/> Two pronged adapter used | <input type="checkbox"/> Exposed live parts |
| <input type="checkbox"/> Cords running exposed across walkways | <input type="checkbox"/> Missing ground pin on electrical cord | <input type="checkbox"/> Ungrounded equipment |
| <input type="checkbox"/> Extension cords used as permanent wiring | <input type="checkbox"/> Outlet with missing or broken cover | <input type="checkbox"/> Excessively warm/overheated cords, breakers, equipment |

Explanation:

NO VIOLATIONS OBSERVED

FIRE HAZARDS AND EGRESS

- | | | |
|---|---|---|
| <input type="checkbox"/> Items stored within 3 feet of electrical panel | <input type="checkbox"/> Exit doors do not open easily | <input type="checkbox"/> Combustible storage directly in front of outlets |
| <input type="checkbox"/> Items blocking fire extinguishers Cords running exposed across walkways | <input type="checkbox"/> Combustible storage in halls/passageways, etc. | <input type="checkbox"/> Burned/inoperable exit signs |
| <input type="checkbox"/> Items blocking exit doors | <input type="checkbox"/> Halls narrowed to less than 44 inches | <input type="checkbox"/> Burned/inoperable emergency lights |

Explanation:

NO VIOLATIONS OBSERVED

STORAGE

- | | | |
|--|--|--|
| <input type="checkbox"/> Storage stacked higher than 5 feet without stepstool or ladder for access | <input type="checkbox"/> Storage within 3 feet of heater/heat source | <input type="checkbox"/> Storage stacks lean and/or not secure |
| <input type="checkbox"/> Storage stacked within 18 inches of sprinkler heads | <input type="checkbox"/> Aisles narrowed to less than 28 inches | |

Explanation:

NO VIOLATIONS OBSERVED

HAZARDOUS SUBSTANCES

- | | | |
|---|--|---|
| <input type="checkbox"/> Compressed gas cylinder not capped and secured | <input type="checkbox"/> Acids and bases, and/or incompatible chemicals, stored adjacent to each other | <input type="checkbox"/> Chemical containers not labeled with name and hazard |
| <input type="checkbox"/> Flammable chemicals stored outside flammable cabinets (25 gallons or greater Class 1A and 120 gallons Class 1B, 1C, II or III flammables/combustibles in containers) | | |

Explanation:

NO VIOLATIONS OBSERVED

MISCELLANEOUS ITEMS

- | | | |
|---|--|--|
| <input type="checkbox"/> Burned out or missing light bulbs | <input type="checkbox"/> Spurs, splinters, protruding nails, etc. on furniture | <input type="checkbox"/> Monthly Laboratory Inspection Completed |
| <input type="checkbox"/> Light bulbs not covered with sheath or cover | <input type="checkbox"/> Tripping hazards in carpet or floors | <input type="checkbox"/> Any other item not listed |

Explanation:

NO VIOLATIONS OBSERVED

FIRE EXTINGUISHER(S) and EMERGENCY LIGHTING (please check boxes to indicate items were inspected)

- ☒ Fire extinguishers have a current inspection sticker ☒ Emergency lights are in operating order

Explanation:

SAFETY AND/OR HEALTH INSPECTION DOCUMENTATION (Please identify hazard and location)

Explanation:

All offices and common areas were very neat and orderly. This unit is a great example for safety and cleanliness.

- Carrie Ryan -