



# Employee Safety and Health Program

## Unit and Field Office Inspection Form

Provide copy of this completed form to the Bureau Chief, and the Employee Safety and Health Program via Amanda Carroll ([Amanda.Carroll@labor.nc.gov](mailto:Amanda.Carroll@labor.nc.gov)). To be uploaded to the intranet and the specific Unit.

Unit: OSH Compliance West	Location of Inspection: Charlotte Field Office
Inspection Team:	Date of Inspection: 08/11/2021
1. Kevin Cosgrove	Unit Manager: Paul Sullivan
2.	Additional Comments:
3.	All items checked; no issues to report.

### Inspection Information

<b>Electrical Cords and Outlets: Check appropriate box when condition is identified and add notation</b>	
<input type="checkbox"/> Cords in walkways	<input type="checkbox"/> Extension cords used as permanent wiring
<input type="checkbox"/> Damaged cords (any type)	<input type="checkbox"/> Exposed energized parts
<input type="checkbox"/> Missing ground pin on electrical cord	<input type="checkbox"/> Daisy chain (power strip plugged into another power strip)
<input type="checkbox"/> Excessively warm/overheated cords or equipment:	<input type="checkbox"/> Outlet missing cover or broken cover
	<input type="checkbox"/> Two prong adapter used or two prong extension cord
Additional Comments, notations, and abatement information (including date):	

<b>Fire Hazards and Egress: Check appropriate box when condition is identified and make notation</b>	
<input type="checkbox"/> Items stored within 3 feet of a heater and/or heat source	<input type="checkbox"/> Blocked fire extinguishers
<input type="checkbox"/> Emergency Exit lighting is working correctly	<input type="checkbox"/> Exit doors in working condition
<input type="checkbox"/> Space heaters meet testing laboratories criteria (Identify)	<input type="checkbox"/> Block Exit doors
<input type="checkbox"/> Flammable/Combustibles stored correctly	<input type="checkbox"/> Chemicals stored correctly
<input type="checkbox"/> Excessively warm/overheated cords or equipment:	
Additional Comments, notations, and abatement information (including date):	



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Unit: District 1	Location of Inspection: Asheville Office
Inspection Team:	Date of Inspection: August 30, 2021
1. Kristie Hall	Unit Manager: Kay Knezevich
2.	Additional Comments:
3.	Fire Extinguishers had an annual inspection in August 2021.

### Inspection Information

<b>Electrical Cords and Outlets: Check appropriate box when condition is identified and add notation</b>	
<input type="checkbox"/> Cords in walkways	<input type="checkbox"/> Extension cords used as permanent wiring
<input type="checkbox"/> Damaged cords (any type)	<input type="checkbox"/> Exposed energized parts
<input type="checkbox"/> Missing ground pin on electrical cord	<input type="checkbox"/> Daisy chain (power strip plugged into another power strip)
<input type="checkbox"/> Excessively warm/overheated cords or equipment:	<input type="checkbox"/> Outlet missing cover or broken cover
	<input type="checkbox"/> Two prong adapters used or two prong extension cord
Additional Comments, notations, and abatement information (including date):	

<b>Fire Hazards and Egress: Check appropriate box when condition is identified and make notation</b>	
<input type="checkbox"/> Items stored within 3 feet of a heater and/or heat source	<input type="checkbox"/> Blocked fire extinguishers
<input type="checkbox"/> Emergency Exit lighting is NOT working correctly	<input type="checkbox"/> Exit doors in working condition
<input type="checkbox"/> Space heaters meet testing laboratories criteria (Identify)	<input type="checkbox"/> Block Exit doors
<input type="checkbox"/> Flammable/Combustibles stored correctly	<input type="checkbox"/> Chemicals stored correctly
<input type="checkbox"/> Excessively warm/overheated cords or equipment:	<input type="checkbox"/> Fire extinguishers inspected (identify by Serial #) Kiddie Fire Extinguishers (#RD-379022 and #RD-379023)
Additional Comments, notations, and abatement information (including date): The AED (HeartStart FR2+ defibrillator) was checked, to include: located in designated location, no damage or missing parts, battery was charged, a spare battery was present, and AED pads are current.	



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Unit: OSH Compliance East	Location of Inspection: Lake Boone Trail – 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Floors; Parking Decks
Inspection Team:	Date of Inspection: August 31, 2021
1. Deborah Samad	Unit Manager: TBA (Nicole Brown)
2.	Additional Comments:
3.	<b>** See below re: Light fixtures in West Stairwell.</b>

### Inspection Information

Electrical Cords and Outlets: Check appropriate box when condition is identified and add notation			
<input type="checkbox"/>	Cords in walkways	<input type="checkbox"/>	Extension cords used as permanent wiring
<input type="checkbox"/>	Damaged cords (any type)	<input type="checkbox"/>	Exposed energized parts
<input type="checkbox"/>	Missing ground pin on electrical cord	<input type="checkbox"/>	Daisy chain (power strip plugged into another power strip)
<input type="checkbox"/>	Excessively warm/overheated cords or equipment:	<input type="checkbox"/>	Outlet missing cover or broken cover
<input type="checkbox"/>		<input type="checkbox"/>	Two prong adapter used or two prong extension cord
Additional Comments, notations, and abatement information (including date):			

Fire Hazards and Egress: Check appropriate box when condition is identified and make notation			
<input type="checkbox"/>	Items stored within 3 feet of a heater and/or heat source	<input type="checkbox"/>	Blocked fire extinguishers
<input type="checkbox"/>	Emergency Exit lighting is working correctly	<input type="checkbox"/>	Exit doors in working condition
<input type="checkbox"/>	Space heaters meet testing laboratories criteria (Identify)	<input type="checkbox"/>	Block Exit doors
<input type="checkbox"/>	Flammable/Combustibles stored correctly	<input type="checkbox"/>	Chemicals stored correctly
<input type="checkbox"/>	Excessively warm/overheated cords or equipment:	<input type="checkbox"/>	Fire extinguishers inspected (identify by Serial #) KL-719206; BX-749520; RX-347124; SX-011828; SL-128243; BA-820835.
Additional Comments, notations, and abatement information (including date): 8/31/21: <b>ALL</b> of the emergency lighting fixtures in the West Stairwell <b>continue</b> to <b>FAIL</b> when tested. It was reported in June 2021 that the landlord has informed BC Brown that the matter is being addressed.			



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Unit: Winston-Salem Compliance West Field Office	Location of Inspection: Winston-Salem Pinnacle Building
Inspection Team: James Dempsey	Date of Inspection: 8/13/2021
1.	Unit Manager: Ben Harris
2.	Additional Comments:
3.	

### Inspection Information

<b>Electrical Cords and Outlets: Check appropriate box when condition is identified and add notation</b>	
<input type="checkbox"/> Cords in walkways	<input type="checkbox"/> Extension cords used as permanent wiring
<input type="checkbox"/> Damaged cords (any type)	<input type="checkbox"/> Exposed energized parts
<input type="checkbox"/> Missing ground pin on electrical cord	<input type="checkbox"/> Daisy chain (power strip plugged into another power strip)
<input type="checkbox"/> Excessively warm/overheated cords or equipment:	<input type="checkbox"/> Outlet missing cover or broken cover
<input type="checkbox"/>	<input type="checkbox"/> Two prong adapters used or two prong extension cords
Additional Comments, notations, and abatement information (including date): All ok : 8/13/2021	

<b>Fire Hazards and Egress: Check appropriate box when condition is identified and make notation</b>	
<input type="checkbox"/> Items stored within 3 feet of a heater and/or heat source	<input type="checkbox"/> Blocked fire extinguishers
<input type="checkbox"/> Emergency Exit lighting is working correctly	<input type="checkbox"/> Exit doors in working condition
<input type="checkbox"/> Space heaters meet testing laboratories criteria (Identify)	<input type="checkbox"/> Block Exit doors
<input type="checkbox"/> Flammable/Combustibles stored correctly	<input type="checkbox"/> Chemicals stored correctly
<input type="checkbox"/> Excessively warm/overheated cords or equipment:	<input type="checkbox"/> Fire extinguishers inspected (identify by Serial #) Ten fire extinguishers inspected (SA-772292, YP-234285, YE-208191, SL-102203, ZD-926241, X-530590, MR-669188, MR-669014, AB-847629, MR-669961) All ok-8/13/2021
Additional Comments, notations, and abatement information (including date): Defibrillation electrode pads (Phillips Adult / Child Multifunction Electrode Pads (2) Part # M3713A expires 2022-05-31, During recent power outage, it was noted that the emergency lighting in both stairwells had no power-hazardous to employees-during next power outage, CSHO will verify if this still an issue.	