



## 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: District 1	Location of Inspection: Asheville Office
Inspection Team:	Date of Inspection: February 2020
1. Kristie Hall	Unit Manager: Kay Knezevich
2. Leighton Dowdle	Additional Comments:
3.	No Issues.

### 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 adapters 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 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 West	Location of Inspection: Charlotte Field Office
Inspection Team:	Date of Inspection: 02-24-20
1. Jennie Cagle	Unit Manager: Paul Sullivan
2.	Additional Comments:
3.	Issues noted below.

## Inspection Information

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

Fire Hazards and Egress: Check appropriate box when condition is identified and make notation			
	Items stored within 3 feet of a heater and/or heat source		Blocked fire extinguishers
X	Emergency Exit lighting is working correctly		Exit doors in working condition
	Space heaters meet testing laboratories criteria (Identify)		Block Exit doors
	Flammable/Combustibles stored correctly		Chemicals stored correctly
	Excessively warm/overheated cords or equipment:		Fire extinguishers inspected (identify by Serial #) XS123916, #1, #2, and the unlabeled extinguisher on the lab side beside the restrooms
Additional Comments, notations, and abatement information (including date): Emergency lighting on the health side is burned out.			



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Unit: OSH Compliance East	Location of Inspection: Lake Boone Trail, 3 <sup>rd</sup> , 2 <sup>nd</sup> , 1 <sup>st</sup> floors and Parking Decks
Inspection Team:	Date of Inspection: February 28, 2020
1. Deborah Samad	Unit Manager: Dawn Eason
2.	Additional Comments:
3.	

## 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 checked="" type="checkbox"/>	Emergency Exit lighting is working correctly – <i>see below</i>	<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; ZC-871744; BX-749520; RX-347124; BA-820835; SL-128343.
Additional Comments, notations, and abatement information (including date): 2 <sup>nd</sup> floor lobby, men's restroom: emergency light fixture above the door: <b>is</b> working but has one lens missing.			



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Unit: Winston-Salem Compliance West Field Office	Location of Inspection: Winston-Salem Pinnacle Building
Inspection Team: Jim Dempsey	Date of Inspection: 02/25/2020
1.	Unit Manager: Ben Harris
2.	Additional Comments:
3.	

### 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): All ok 02/25/2020			

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 #) 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-02/25/2020
Additional Comments, notations, and abatement information (including date): Defibrillation electrode pads (Phillips Adult / Child Multifunction Electrode Pads (2) Part # M3713A expire 2020-03-31 Next Month			