



# 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: October 2019
Leighton Dowdle	Unit Manager: K Knezevich
	Additional Comments:
	No issues noted.

## 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)
<input type="checkbox"/>			
Additional Comments, notations, and abatement information (including date):			



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Unit: Compliance - West	Location of Inspection: Charlotte
Inspection Team:	Date of Inspection: 10/16/2019
1. Griselle Negrón	Unit Manager: Paul Sullivan
2. Robert Maedje	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"/> Two prong adapter used or two prong extension cord
Additional Comments, notations, and abatement information (including date): <b>NONE</b>	

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 #)
Additional Comments, notations, and abatement information (including date): <b>NONE</b>	



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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: 10/25/2019
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			
	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:		Outlet missing cover or broken cover
			Two prong adapter used or two prong extension cord
Additional Comments, notations, and abatement information (including date): All ok-10/25/2019			

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
	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 #) Ten fire extinguishers inspected (SA-772292, YP-234285, YE-208191, SL-102203, ZD-926241, X-530590, MR-669188, MR-669014, AB-847629, MR-669961
Additional Comments, notations, and abatement information (including date): All ok-10/25/2019			