## General Safety Observation Report

**27 Feb 2023 / Boar Records / Mary Eisles**

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
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<td>Flagged items</td>
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<td>Actions</td>
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<tr>
<td>Company/ Worksite</td>
<td>Boar Records</td>
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<tr>
<td>Inspected by</td>
<td>Mary Eisles</td>
</tr>
<tr>
<td>Date and Time</td>
<td>27.02.2023 14:30 PST</td>
</tr>
<tr>
<td>Location</td>
<td>Downtown, Tacoma, Washington</td>
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Audit

Safety Mentions

Click "add" and list good safety precautions and compliant procedures

Item

Item 1

Safety mention category

Lighting

Photo 1

Enter description

Working area has really, really good lighting. Excellent! I can imagine how this would look like too in the day when blinds are pulled up.

Item 2

Safety mention category

Fire Safety Equipment & Procedures

Photo 2

Photo 3

Enter description

Accessible and visible evacuation map. There are several posters up in different rooms and areas, too.

Item 3

Safety mention category

Fire Safety Equipment & Procedures

Photo 4

Enter description
Fire extinguishers in the site are accessible and charged. Nice.

**Item 4**

**Safety mention category**

![Photo 5](image)

**Enter description**

Visible even from a distance. Several signs in the site and leads to an unlocked exit door. Nice.

**Item 5**

**Safety mention category**

![Photo 6](image)

**Enter description**

Outlet location free from drips and is jut the right height, too.

**Opportunities for Improvement**

Click "add" and list items that need to be looked into or changed

**Item**

**Item 1**

**Opportunities for improvement category**

![Photo 7](image)

**Enter description**

Workstation in Bay E not well kept and dusty. Please look into this.
Item 2

Opportunities for improvement category
Other

Identify category the item belongs to
Work Area and/or Overall safety

Enter description
The edge of this wall appears to be crushed by something or someone. Please fix this immediately as this may cause injury or property damage.

Item 3

Opportunities for improvement category
Tidiness

Enter description
Untidy station in the QA department, shelves are almost falling.

Item 4

Opportunities for improvement category
Storage/Containment

Enter description
Untidy materials, unlabeled, heavy load should be at the bottom.

Critical Items
Click "add" and identify items in need of urgent action
Item

Item 1

Critical item category

Fire Safety Equipment & Procedures

Enter description

Missing fire extinguisher. Was it taken somewhere? It must be available at all times.

Photo 11

Item 2

Critical item category

Electrical hazards

Enter description

Switch not functioning.

Completion

Additional recommendation

There are some areas in the site that are dim. I think it's because of some switch not functioning. Look into action items ASAP, especially the missing fire extinguisher. Thanks and will follow up next week Monday.

Inspector's Full Name & Signature

Mary Eisles
27.02.2023 15:06 PST
Appendix

Photo 1

Photo 2

Photo 3

Photo 4