

PRODUCTION STAGE HAZARD ASSESSMENT CHECKLIST

For any items found to be deficient, follow up with the appropriate Key or Department Head.

Production Name:		To Be Completed By:	<i>Stage Manager or Designee (Key Grip)</i>
Copies Sent To:	<i>Safety Consultant</i>	To Be Stored By:	<i>Production Manager</i>
Production Location:		Today's Date:	
Special Instructions:	When: <i>During Production.</i> Frequency: <i>Every other week.</i> **Mark "NA" for any items not applicable to your production**		
GENERAL			
<input type="checkbox"/> <i>Safety Poster</i> completed and displayed in a location where all employees are likely to see it.			
<input type="checkbox"/> <i>AMPTP Safety Bulletins</i> attached to Call Sheet when appropriate.			
<input type="checkbox"/> General housekeeping in good order.			
<input type="checkbox"/> Fire extinguishers marked & accessible.			
<input type="checkbox"/> Appropriate safety equipment available.			
<input type="checkbox"/> Four-foot perimeter, aisles and passageways and free of hazards.			
<input type="checkbox"/> Flats appropriately secured and braced.			
<input type="checkbox"/> Pits and floor openings covered or otherwise guarded.			
<input type="checkbox"/> All exits free of obstructions.			
<input type="checkbox"/> Directions to exits, when not immediately apparent, marked with visible signs.			
<input type="checkbox"/> Standard stair rails or handrails on all stairways having four or more risers.			
PAINTS AND CHEMICAL PRODUCTS			
<input type="checkbox"/> Covered metal cans used for paint and paint-soaked waste.			
<input type="checkbox"/> Portable eye wash station present.			
<input type="checkbox"/> Paints, adhesives, solvents and chemicals kept in closed containers when not in use.			
<input type="checkbox"/> Each container for a hazardous substance (vats, bottles, storage tanks, etc.) labeled with product identity and a hazard warning.			
<input type="checkbox"/> Pressure vessels/cylinders properly stored.			
<input type="checkbox"/> All propane has been removed from the stage.			
AERIAL PLATFORMS AND LADDERS			
<input type="checkbox"/> Only trained and authorized personnel allowed to operate aerial platforms.			
<input type="checkbox"/> Approved safety harnesses and lanyards worn when using the aerial platform.			
<input type="checkbox"/> All ladders maintained in good condition. (Take note of joints between steps and side rails, all hardware and fittings, and movable parts.)			
<input type="checkbox"/> Ladders kept clear of doorways, exits, and passageways.			
<input type="checkbox"/> When a ladder is used to gain access to an elevated work area, the ladder extends at least 3 feet above the elevated surface.			

PERMANENTS - Catwalks	
<input type="checkbox"/>	Guard rails (top and middle) and toe boards present and properly secured on all sides of the catwalks (except at the entrance to stairways or ladders.)
<input type="checkbox"/>	Catwalks free of trip hazards (rope, bracing, electrical cables, protruding nails, etc.)
<input type="checkbox"/>	All floating slats in place and spaced correctly.
<input type="checkbox"/>	Sufficient access and working space provided and maintained about all electrical equipment to permit ready and safe operations and maintenance.
<input type="checkbox"/>	House lighting in good working order.
PERMANENTS – “O” Zones	
<input type="checkbox"/>	Fall protection systems being used.
<input type="checkbox"/>	“O” Zones free of trip hazards (rope, protruding nails or bracing, etc.)
<input type="checkbox"/>	Hoisting areas designated and appropriate for the task.
<input type="checkbox"/>	When hoisting material or equipment, provisions made to assure no one will be passing under the suspended loads.
PERMANENTS – Electrical	
<input type="checkbox"/>	All wires and/or cords free of fraying and deteriorating insulation.
<input type="checkbox"/>	Electrical cords or cables routed neatly to one side of the catwalk so as to prevent tripping.
<input type="checkbox"/>	The bull cans have “WARNING” signs.
<input type="checkbox"/>	The bull cans are closed.
<input type="checkbox"/>	All set lights and/or overhead lighting fixtures (e.g. chandeliers) have a safety tie.
<input type="checkbox"/>	DC or AC cable runs and over current protection devices clearly identified and marked.
GREEN BEDS	
<input type="checkbox"/>	Green beds properly hung.
<input type="checkbox"/>	Green beds properly braced.
<input type="checkbox"/>	Hand and mid rails in place.
<input type="checkbox"/>	Cables properly stored “laced” or run uniformly and flat down one side of green bed.
<input type="checkbox"/>	Floor boards in good condition, not broken or holes outstanding.
<input type="checkbox"/>	Notes: (Please contact the Production Safety Representative at (818) 954-2890 if any unsafe conditions exist.)
<input type="checkbox"/>	Surveyed By:
	Title:
<input type="checkbox"/>	Signature