

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

- Safety Poster* completed and displayed in a location where all employees are likely to see it.
- AMPTP Safety Bulletins* attached to Call Sheet when appropriate.
- General housekeeping in good order.
- Fire extinguishers marked & accessible.
- Appropriate safety equipment available.
- Four-foot perimeter, aisles and passageways and free of hazards.
- Flats appropriately secured and braced.
- Pits and floor openings covered or otherwise guarded.
- All exits free of obstructions.
- Directions to exits, when not immediately apparent, marked with visible signs.
- Standard stair rails or handrails on all stairways having four or more risers.

PAINTS AND CHEMICAL PRODUCTS

- Covered metal cans used for paint and paint-soaked waste.
- Portable eye wash station present.
- Paints, adhesives, solvents and chemicals kept in closed containers when not in use.
- Each container for a hazardous substance (vats, bottles, storage tanks, etc.) labeled with product identity and a hazard warning.
- Pressure vessels/cylinders properly stored.
- All propane has been removed from the stage.

AERIAL PLATFORMS AND LADDERS

- Only trained and authorized personnel allowed to operate aerial platforms.
- Approved safety harnesses and lanyards worn when using the aerial platform.
- All ladders maintained in good condition. (Take note of joints between steps and side rails, all hardware and fittings, and movable parts.)
- Ladders kept clear of doorways, exits, and passageways.
- 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 _____