



TULANE UNIVERSITY

3rd Qtr. 2023 FOCUS INSPECTION – Injury Prevention

Checklist items should be checked, Yes, No, or N/A for Not Applicable. • For every item checked “No,” you must note corrective action under Comments. Once corrected, provide the date when corrective action is completed. Upon completion of the inspection, the original should be retained by the department via the Departmental Safety Representative (DSR). The department should keep the original for at least three years. Forward the completed report to the Office of Environmental Health and Safety (OEHS) via upload link, campus mail (#8480), email attachment, or hand delivery to the OEHS representative at your campus. Please print clearly.

Campus:		Building:					
DSR’s Name:		Room or area #:					
Department:		Date of Inspection:					
DSR’s Email:		Inspector’s Name:					
ITEMS SURVEYED		Yes	No	N/A	Room or Location	Comments	Date Corrected
1	Tasks are assessed to identify and address potential hazards before beginning the work.						
2	Walking surfaces are free of trip hazards caused by uneven flooring (e.g., lifted, missing, or damaged floor tiles; curled mats; torn carpet) or cords/cables across aisles or walkways.						
3	Dept. members are aware to use handrails and to avoid distractions when walking on stairs.						
4	Dept. members know how to report unsafe conditions.						
5	Dept. members are aware of proper lifting techniques. (See OEHS Manual Handling and Safety Lifting brochure.						
6	Hand truck or carts are available for transporting heavy items and are not stored in the hallway.						

To submit by email, save a copy to your computer and send as an attachment with "Focus Inspection Form – Injury Prevention" in subject line. All Uptown/Downtown Labs email: db682b2.wave.tulane.edu@amer.teams.ms; Non-Lab areas [click here to upload](#) or email: kdouglal@tulane.edu; and All TNPRC [click here to upload](#).
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