

**NORTH CAROLINA  
Senior Community Service Employment Program**

**ANNUAL SAFETY MONITORING REPORT  
ONE PER SITE**

**State:** \_\_\_\_\_

**Host Agency:** \_\_\_\_\_

**Training Site:** \_\_\_\_\_

**Address:** \_\_\_\_\_

As part of the on-going commitment to providing Participants with a safe working environment, initial and periodic safety monitoring of the training site and training area must be completed. As they are the leading cause of accidents, particular attention must be paid to slipping or tripping hazards. This form must be completed by the SCSEP Project Office.

**Parking Area, Walkways, Steps, Entryways**

	<b>Condition</b>		
<input type="checkbox"/> Space	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Adequate lighting	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Traffic conditions	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Weather considerations	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Entryway carpet/tile/flooring	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Walkway into building	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>

**Hallways and Common Area**

<input type="checkbox"/> Lighting	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Slip and trip hazards	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>

**Primary Work Area of Enrollee**

<input type="checkbox"/> Space	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Lighting	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Air Quality/Temperature	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Noise level	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Slip and trip hazards	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> General cleanliness and housekeeping	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>

**Storerooms, Tool Rooms, Break Rooms, etc.**

<input type="checkbox"/> Space	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Lighting	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Cleanliness	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Slip and trip hazards	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Accessibility to materials/supplies	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>
<input type="checkbox"/> Hazardous materials	Poor, Needs repair <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Good <input type="checkbox"/>

Additional Comments: \_\_\_\_\_

\_\_\_\_\_  
SCSEP Staff Signature

\_\_\_\_\_  
Date

**May 2014**