



The Green Industry Self-Inspection Checklist

(landscape, tree care, lawn maintenance and irrigation)

This checklist was developed to assist employers in the green industry with compliance with MIOSHA standards. The items pertain to field work and garage/maintenance activities and include requirements from standards as well as “best practices.”

GENERAL REQUIREMENTS

	“OK”	Action Needed
1. Is the required MIOSHA WORKPLACE POSTER displayed in your place of business where all employees are likely to see it?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are you aware of the requirement to report all workplace fatalities and any serious accidents (where three or more are hospitalized) to the MIOSHA hotline 1-800-858-0397 within 8 hours?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are workplace injury and illness records being kept as required by MIOSHA?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are you aware that the MIOSHA annual summary of workplace injuries and illnesses must be posted by February 1 and must remain posted until April 30?	<input type="checkbox"/>	<input type="checkbox"/>
5. Are you aware that employers with 10 or fewer employees are exempt from the MIOSHA recordkeeping requirements, unless they are part of an official Bureau of Labor Statistics (BLS) or state survey and have received specific instructions to keep records.	<input type="checkbox"/>	<input type="checkbox"/>
6. As a business owner, have you demonstrated an active interest in employee safety and health by defining your company’s safety policy and communicating this to all employees?	<input type="checkbox"/>	<input type="checkbox"/>
7. Do you have a safety and health committee or group that allows participation of employees in safety and health activities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Does the safety and health committee or group meet regularly and document their activities?	<input type="checkbox"/>	<input type="checkbox"/>
9. Do you provide required safety and health training for all employees? Do you maintain a record of the training, date it was conducted, and who provided the training?	<input type="checkbox"/>	<input type="checkbox"/>
10. Do employees place their body beneath equipment, such as vehicles, machines, or materials supported only by a jack, overhead hoist, chain fall or other temporary single supporting means?	<input type="checkbox"/>	<input type="checkbox"/>
11. Do employees do repair on trucks and other vehicles? If so, do you have a copy of MIOSHA Part 72. Automotive Service Operations available and have employees received training on the standard?	<input type="checkbox"/>	<input type="checkbox"/>
12. Is the maintenance garage maintained free of trip hazards? Are tools and materials stored in an organized and safe manner?	<input type="checkbox"/>	<input type="checkbox"/>

ELECTRICAL WIRING, FIXTURES AND CONTROLS

1. Are you using a GFCI (Ground Fault Circuit Interrupters) when necessary?	<input type="checkbox"/>	<input type="checkbox"/>
2. There are no electrical cords strung on pipes, nails, hooks, through doorways, etc.?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are all conduit, BX cable, etc., properly attached to all supports and tightly connected to junction and outlet boxes?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do employees conduct visual inspections of electrical cords for fraying, prior to use?	<input type="checkbox"/>	<input type="checkbox"/>
5. Do employees doing tree trimming know and understand the safe distance for working near electrical energized conductor?	<input type="checkbox"/>	<input type="checkbox"/>
6. Are metallic cable and conduit systems properly grounded?	<input type="checkbox"/>	<input type="checkbox"/>
7. Are portable electric tools and appliances grounded or double insulated?	<input type="checkbox"/>	<input type="checkbox"/>

“OK” **Action
Needed**

EXITS AND ACCESS

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|---|--------------------------|--------------------------|
| 1. Are all exits visible and unobstructed? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are all exits marked with a readily visible sign that is properly illuminated? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are there sufficient exits to ensure prompt escape in case of emergency? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are doors easy to open or have panic hardware (no dead bolts, hooks & eyes, etc.)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are exits clearly visible or are directions posted to easily identify the route? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are exit signs: posted (6" letters)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are emergency exits maintained clear of ice and snow? | <input type="checkbox"/> | <input type="checkbox"/> |

FIRE PROTECTION

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| 1. Are fire extinguishers provided in adequate number, type and size for the work area? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are fire extinguishers recharged regularly and properly noted on inspection tag? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are fire extinguishers mounted in readily accessible locations? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are employees periodically instructed in the use of extinguishers and fire protection procedures? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is the location of extinguishers marked and accessible? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are extinguishers visually inspected monthly and annually? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are extinguishers provided in your remote areas (outside the workshop)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Are combustible scrap and debris removed from work areas at regular intervals? | <input type="checkbox"/> | <input type="checkbox"/> |

MACHINES AND EQUIPMENT

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| 1. Are all machines or operations that expose operators or other employees to rotating parts, pinch points or particles, or sparks adequately guarded? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are mechanical power transmission components belts, pinch points, and nip points guarded? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are hand tools and other equipment regularly inspected prior to use to assure they are in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Do hand-held safety nozzles for compressed air allow no more than 30 psi when dead ended? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is there sufficient clearance from stoves, furnaces, etc., for stock, woodwork or other combustible materials? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Do you have a written lockout procedure? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are machines and other equipment provided with own means of power, disconnect, capable of being locked out (tag acceptable on 110v plug in equipment or tools)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Are actuating controls guarded against accidental actuation? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Are emergency stopping devices or controls within reach of operator's designated position? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Have provision been made to prevent unintentional start up upon restoration of lost power (where unexpected actuation could cause injury)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are guards on machinery securely fastened (only removable with use of tool) or interlocked? | <input type="checkbox"/> | <input type="checkbox"/> |

FLAMMABLE AND COMBUSTIBLE MATERIALS

- | | | |
|--|--------------------------|--------------------------|
| 1. Are approved safety cans or other acceptable containers used for handling and dispensing flammable liquids? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are all flammable liquids that are kept inside buildings stored in proper storage containers or cabinets? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Do you have a NO SMOKING rule enforced in areas involving storage and use of hazardous materials? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are NO SMOKING signs posted prominently in areas containing combustible and flammables? | <input type="checkbox"/> | <input type="checkbox"/> |

Flammable and Combustible Materials cont...

- 5. Are flammable containers covered when not in use?
- 6. Are covered metal waste cans used for oily and paint soaked rags?

WELDING AND CUTTING

- 1. Are oxygen cylinders separated 20’ from fuel gas, or flammable or combustible liquids, or other highly combustible materials, or 5’ wall of non-combustible construction to separate O2 and fuel gas?
- 2. Are gas cylinders stored away from heat or source of ignition?
- 3. Are valve caps in place?
- 4. Are cylinders stored in racks or chained upright?
- 5. Are cylinders labeled as to their contents?
- 6. Are cylinders marked full or empty?
- 7. Do employees use the appropriate welding personal protective equipment (PPE) (gloves, helmets, aprons, capes, etc.) as conditions require?
- 8. Are safety glasses worn under helmets?
- 9. Are storage areas labeled?

LADDERS

- 1. Are ladders checked for defects before use?
- 2. If employee leaves the ladder to access a tree, are they protected by fall protection?
- 3. If erecting a ladder for access into a tree, is the top of the ladder set firmly, minimizing the risk of the ladder twisting?
- 4. Is the base of the ladder being positioned at a distance approximately one quarter the height of the ladder away from a vertical line dropped from the point of contact with the tree or wall?
- 5. Is the climber aware that the unsupported part of the ladder must not touch any obstructions, even when loaded with the climber’s weight?
- 6. Does the ladder incorporate a non-slip or stabilizing base and secured appropriately?
- 7. If extended ladders are too heavy or too long to be taken away from the tree by ground staff are they lowered using a rope tied to the ladder and passed over a convenient branch?
- 8. If work is carried out standing on a ladder, is the climber secured onto the tree by rope and harness?

MOBILE EQUIPMENT

- 1. Are employees properly trained and issued permits for the use of mobile equipment?
- 2. Are employees using harnesses and fall protection when in a basket when required?
- 3. Is a daily checklist being conducted for the Powered Industrial Trucks and other mobile equipment prior to use?
- 4. Have employees been trained on the differences between each piece of mobile equipment and its limitations?

HAZARD COMMUNICATION

- 1. Are material safety data sheets (MSDS) readily available to employees for all chemicals?
- 2. Are secondary containers properly labeled?
- 3. Are employees trained on the chemicals they use prior to exposure?
- 4. Are the required Hazard Communication posters displayed in the workplace?

PERSONAL PROTECTIVE EQUIPMENT (PPE)

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|---|--------------------------|--------------------------|
| 1. Have you completed a PPE hazard assessment? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Can you provide documentation/certification of your PPE hazard assessment? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Have you trained employees in the proper use and storage of PPE? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Do employees using powered groundskeeping equipment wear safety shoes, eye protection, and hearing protection? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do employees wear required PPE for Tree Trimming activities? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Do you follow proper procedures for traffic control where the fall of a limb or tree would create a hazard for an employee, pedestrian or vehicular traffic? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Do you have written procedures for use of personal protective equipment? | <input type="checkbox"/> | <input type="checkbox"/> |

The following are common MIOSHA Standards that may apply to the Green Industry (Landscape, Tree Care, Lawn Maintenance and Irrigation services). Depending on the work activity, other standards may apply.

General Industry - Safety	Construction Safety and Health	General Industry - Health
Part 1. General Provisions	Part 1. General Provisions	Part 380. Noise Exposure
Part 4. Portable Ladders	Part 2. Masonry Wall Bracing	Part 430. Hazard Communication
Part 7. Guards for Power Transmission	Part 6. Personal Protective Equipment	Part 433. Personal Protective Equipment
Part 8. Portable Fire Extinguishers	Part 7. Welding and Cutting	Part 451. Respiratory Protection
Part 12. Welding and Cutting	Part 8. Handling and Storage of Materials	Part 472. Medical Services/First Aid
Part 21. Powered Industrial Trucks	Part 9. Excavation, Trenching and Shoring	Part 554. Bloodborne Infectious Diseases
Part 22. Tractors	Part 10. Lifting and Digging Equipment	
Part 33. Personal Protective Equipment	Part 11. Fixed and Portable Ladders	
Part 38. Hand and Portable Powered Tools	Part 12. Scaffold Platforms	
Part 39. Design Safety Standards for Electrical Systems	Part 13. Mobile Equipment	
Part 40. Electrical Safety-Related Work Practices	Part 17. Electrical Installations	
Part 53. Tree Trimming and Removal	Part 18. Fire Protection and Prevention	
Part 54. Powered Groundskeeping Equipment	Part 19. Tools	
Part 58. Vehicle Mounted Elevating and Rotating Platforms	Part 21. Guarding of Walking and Working Areas	
Part 75. Flammable and Combustible Liquids	Part 22. Signals, Signs, Tags, and Barricades	
Part 85. Control of Hazardous Energy Sources	Part 32. Aerial Work Platforms	
Part 92. Hazard Communication	Part 42. Hazard Communications	
Part 72. Automotive Service Operations	Part 45. Fall Protection	
Part 86. Electric Power Generation		
Part 90. Confined Space Entry		

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Complete copies of the MIOSHA Standards can be accessed via our website at: www.michigan.gov/mioshastandards