

SCHOOL EARTHQUAKE HAZARD ASSESSMENT CHECKLIST



Each school or site, through its Occupational Health & Safety Committee, should assess and make notes on possible hazards using the following checklist. Where possible, hazards should be eliminated or corrected.

<u>Classroom Hazards</u>	
<input type="checkbox"/> Unsecured Bookcases	<input type="checkbox"/> Unsecured Audio/Video Equipment
<input type="checkbox"/> Unsecured Wall Shelving	<input type="checkbox"/> Unsecured Computers & Monitors
<input type="checkbox"/> Unsecured Freestanding Cabinets	<input type="checkbox"/> Rolling Pianos (casters unlocked)
<input type="checkbox"/> Cabinets Without Door Latches or Restrained Shelves	<input type="checkbox"/> Large Plates of Glass or Mirrors
<input type="checkbox"/> Heavy Loose Objects (on shelves or hanging more than 1 metre above floor)	<input type="checkbox"/> Unsecured Aquariums
	<input type="checkbox"/> Miscellaneous Clutter (restricts movement, especially in exit routes)
<u>Science, Industrial Education, Kitchen Hazards</u> (in addition to classroom hazards listed above)	
<input type="checkbox"/> Unsecured Gas Cylinders (when not in use, pressure regulators must be removed and caps in place)	<input type="checkbox"/> Emergency Systems (fire suppression, safety showers, eye wash stations, spill containment equipment) not in Proper Operating Condition
<input type="checkbox"/> Improper Storage of Hazardous Materials (when not in use, chemicals must be capped and stored in a closed & latched approved chemical storage cabinet secured to prevent tipping, or in a designated storage room)	<input type="checkbox"/> Gas Supply Not Turned-Off and Locked (when not in use)
	<input type="checkbox"/> Unsecured Shop or Kitchen Equipment
	<input type="checkbox"/> Unsecured Loose Material Storage
<u>Office Hazards</u>	
<input type="checkbox"/> Awkward Desk Placement (restrict movement)	<input type="checkbox"/> Heavy Loose Objects (on shelves or hanging more than 1 metre above floor)
<input type="checkbox"/> Clutter Under Desk (restricts "Drop & Cover")	<input type="checkbox"/> Open Desk, File & Cupboard Drawers
<input type="checkbox"/> Unsecured Bookcases	<input type="checkbox"/> Unsecured Computers & Monitors
<input type="checkbox"/> Unsecured Wall Shelving	<input type="checkbox"/> Important Computer Files Not Backed-up
<input type="checkbox"/> Improper Placement of File Cabinets (if tip over, blocks exit routes)	<input type="checkbox"/> Miscellaneous Clutter (restricts movement, especially in exit routes)
<u>Hallway & Common Area Hazards</u>	
<input type="checkbox"/> Hanging Framed Pictures	<input type="checkbox"/> Miscellaneous Clutter (restricts movement, especially in exit routes)
<input type="checkbox"/> Unsecured Display Cases	