

ALVIN J. COLEMAN & SON, INC.

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OSHA Inspection Review Form

The key to protecting your company from unfair citations as well as liability issues that may arise from an OSHA citation, is to make sure you understand exactly what took place during the inspection, who was involved and what was said. This should be done immediately or as soon as possible after the inspection to insure that the information is as correct and complete as possible. After it is completely filled out, it should be reviewed with the Competent Person that was on site to insure its accuracy. **If additional space is required to completely answer a question, please attach.**

Company Name: _____ Date of Inspection: _____

Reason for Inspection: Complaint Drive By Program Related

Job Site Name: _____

Job Site Address: _____

Competent Person On Site: _____

Compliance Officers Name: _____

OSHA Office Phone Number: _____

Did the Compliance Officer take: Pictures Video Statements

Did the Compliance Officer ask to see your Written Safety Program: Yes No

Did the Compliance Officer ask about size of the company (number of Employees): Yes No

Were any of the potential violations abated immediately: Yes (if yes please list) No

Would a reasonable Competent Person/Supervisor have been able to anticipate the possible citation and been in a position to prevent it? [Example: a total deviation from established policy.]

Employees on site during inspection:

Employees interviewed:

Work being performed at time of inspection: (be specific)

Citations (List all possible citations that the Compliance Officer discussed during the inspection):

Abatement of Potential Citations (List all actions taken to eliminate the alleged violations. Include date and time):

Competent Person on site interview with Compliance Officer (be specific):

Note: This OSHA Inspection Review Form is provided by U.S. Compliance Systems, Inc. to document and understand what actually took place during a specific OSHA inspection. It is not all inclusive.

This form can be used to identify procedures/equipment/training/PPE that must be addressed before work can proceed or can be used to document reasons why the potential citations are not justified.

In all cases, eliminate safety hazards before work continues.