

OUTSIDE		
Yard Safety	Yes	No
Are pathways and stairs clear of tripping hazards?		
Are handrails, stairs, fences and decks in good repair?		
Is your yard free of dangerous animals and poisonous plants?		
Is access to your home clear of obstructions for first responders?		
Is the number of your house clearly visible from the street and well lit at night?		
Is your yard free of injury or fall hazards such as holes or sharp objects?		
Is standing water that can attract unwanted pests avoided?		
INSIDE		
Emergency Procedures	Yes	No
Do you have a home evacuation plan?		
Do you have a home first aid kit?		
Do you have emergency contact numbers listed?		
Fire Safety	Yes	No
Do you have working and tested smoke detectors on all floors of the home, in key general spaces and outside every bedroom?		
Do you have working fire extinguishers in the home in locations where a fire may occur: Kitchen, workshop?		
Stairs, high traffic areas and doorways are free of clutter.		
Do you have working carbon monoxide detectors?		
Flammable items are not placed near radiators and portable heaters		
Electrical Safety	Yes	No
Computer equipment is connected to a surge protector.		
Plugs, cords, outlets and panels are in good condition, i.e., no exposed/damaged wiring.		
Extension cords and power strips are not daisy chained and no permanent extension cords are in use.		
Electrical cords run in non-traffic areas, do not run under rugs and are not nailed or stapled in place.		
Equipment is turned off when not in use.		
CSA certified and appropriate power bars and extension cords are in use to prevent overloading electrical outlets.		
Electrical outlets are grounded with 3-pronged plugs.		



ENVIRONMENTAL
HEALTH AND SAFETY

Environmental Safety	Yes	No
Floors are clear and free of slip, trip or fall hazards.		
High touch areas are periodically disinfected.		
File drawers are not top-heavy		
Flammable and hazardous materials are clearly labelled and properly stored.		
Medications, cleaning products, and cords are out of reach of children.		
Workstation Ergonomics	Yes	No
Desk is an appropriate height, and when typing your forearms are close to parallel with the floor.		
Monitor is at eye level and at a distance based on your eyesight and glasses		
Choose the best possible chair (a rolled towel to increase lumbar support or cushion to increase seat pan height is an option)		
Chair is adjustable and worker knows how to adjust it.		
Worker's feet reach the floor when seated or are fully supported by a footrest.		
Worker's back is adequately supported by a backrest.		
Workstation is perpendicular to any windows and you are not directly under any overhead light		

Inspection completed by:

Date:

PLEASE NOTE: Carleton University EHS provides this inspection tool for your personal use at home. We encourage you to focus on prevention and correct any issues identified within your home as soon as practicable. If you have any questions or feedback, please contact ehs@carleton.ca.