Employee Audit Questions Checklist

Manufacturing

GENERAL

Are additional waste bins needed?



Type of change

Describe the change

Document of MOC

Is the environment department notified?



Is there a need to increase the production limits on ECA permits?



Is spill possible due to change?



Are fire accidents possible due to change?
Is there involvement of flammables or combustibles in the change process?
Is there involvement of acids, corrosives or alkalies in the change process?
Is there involvement of designated substances in the change process?
Is there an increase in the number of chemicals or metals used?
Is substance notification requirements, NPRI, Spill plan verified?
Is waste generated recyclable?
Does the change produce any hazardous wastes or by-products?
Types of wastes produced

Is energy usage increased?



Type of energy

Number of extra waste bins needed

The equipment energy saving ratings

Any other equipment which is more energy efficient

Is addition to the environmental aspects list needed?



Is addition to the significant environmental aspects list needed?



Is there a need of a controlled environment?



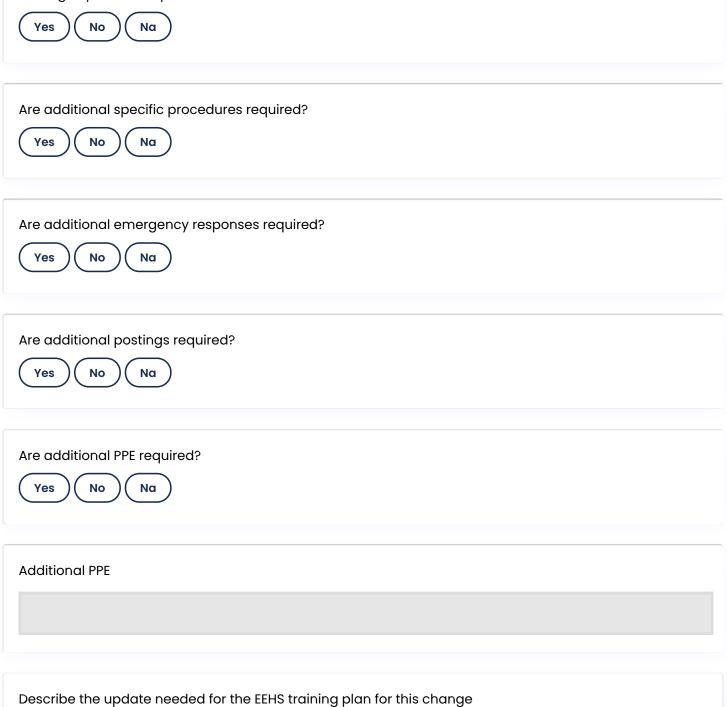
Is the change documented?

Yes No Na
Does the change exhaust to outside?
Exhaust number/stack
Is there a need for an exhaust system or air scrubber?
Does it affect Environmental Legislation?
Is there a pre-requisite for the change? Yes No Na
Are permits/certificates or testing necessary before implementation?
Is there a need for industrial hygiene testing for air, noise, or vibration?
Measure internal noise

Is there an ESA sticker on electrical equipment?

Yes No Na
Has the engineer completed all pre-start safety reviews?
Are all non-conformances corrected?
Has the line engineer completed the ergonomic design checklist?
Has the engineer completed hazard assessment/risk assessment?
Do all equipment abide by regulations for industrial establishments?
Are lock-out / tag-out signs posted?
Is identification and labeling of lock-out points done?
Is filling of operator instruction sheets done?

Is filling of pre-use inspection sheets done?



SIGN OFF

Comments

Auditor name

Auditor signature	SIGNATURE
Date	DATE
2017-01-01	