

**NAVY CHILD AND YOUTH PROGRAMS
COMPREHENSIVE SAFETY INSPECTION CHECKLIST**

SUPPORTING DIRECTIVE OPNAVINST 1700.9E

INSPECTION ITEM	YES	NO	NA
SAFETY			
1. Has exposure to toxic and hazardous substances such as lead paint, asbestos, formaldehyde, termiticide, cleaning supplies, etc., been eliminated or controlled?			
2. Has exposure to poisonous, toxic, or other hazardous plants, shrubbery, or trees been eliminated?			
3. Has hazardous plant material been removed and replaced with acceptable material?			
4. Cleaning supplies and chemicals (except for liquid soap and bleach solution) are maintained in a locked storage space away from child activity rooms and facility bathrooms.			
5. Are Material Safety Data Sheets (MSDS) maintained for all cleaning supplies and chemicals used in the facility.			
6. Do all closet door latches permit children to open the door from the inside the closet? Are all locks removed from bathroom doors used by children? (CDC only)			
7. Is the CYP free from structural hazards such as: protruding nails, splinters, holes or loose boards?			
7A. Is the CYP free from electrical shock hazards?			
8. Have tack strips/boards been replaced with clip strips or magnetic holders which do not present puncture or ingestion hazard posed by loose tacks?			
9. Are aisles and passageways kept clean and in good repair?			
10. Are there obstructions across or in the aisles that could create a tripping/emergency hazard?			
11. Is every change in elevation having two or more risers provided with stair railings or handrails appropriate for use by children and staff?			
12. Are covers and/or guardrails provided to protect personnel from hazards of openings, falls from elevations, etc.?			
13. Has injury potential from falls been minimized by reducing exposed or unfinished hard surfaces wherever possible?			
14. Are fan blades located less than seven (7) feet above the floor guarded with openings no larger than one-half (1/2) inch?			
15. Is noise exposure to personnel within the facility limited to 85 dba?			
16. Have drills and training been conducted and documented for all staff on various emergency procedures?			
17. Are cabinets and shelves over 36" mounted to the wall to prevent them from tipping over and injuring a child or adult?			
18. File cabinets are not stacked on top of each other to prevent them from tipping over or falling onto a child or adult.			
19. Are there any evident trip or fall hazards around the center or on playgrounds?			
20. Are playgrounds enclosed by a fence at least five feet high? Horizontal slat fencing is not permitted.			
21. Does at least one egress gate from the playground have properly working panic hardware installed?			
22. Do playground equipment, fall zones, and impact surfaces meet Consumer Products Safety Commission and American Society for Testing and Materials (ASTM) standards?			
23. Have discrepancies cited through previous comprehensive safety inspections been noted and time tables for correction been provided?			

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SAFETY CONTINUED	YES	NO	NA
24. Are emergency phone numbers and procedures posted at the telephones?			
25. Is there a free and unobstructed means of egress away from the building to a safe place?			
26. Has exposure to and remediation of exposure to bodily fluids, blood, urine, secretions, etc., been controlled?			
27. Is there documentation of the safety training of all staff and personnel?			
28. Is there a hazard documentation and mitigation program in place?			
29. Is there a mishap reporting and recording program in place?			
30. Is there a process for identifying, recording, and mitigating workplace hazards?			

Comments:

Signature of Inspector:	Date:
Signature of CYP Director:	Date: