

INSPECTION CHECKLIST TEMPLATE

Last Updated: February 2026

INSPECTION INFORMATION

Project Name: _____
 Project Number: _____
 Inspection Date: _____
 Inspector Name: _____
 Inspection Type: & Safety & Quality & Code & Environmental & Other: _____
 Location/Area: _____

SAFETY COMPLIANCE

Item | Standard/Requirement | Status | Notes | Photo Ref

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Fall Protection | All workers 6+ ft protected | & Pass & Fail & N/A | |
 Hard Hats | All personnel wearing | & Pass & Fail & N/A | |
 Safety Glasses | Eye protection required | & Pass & Fail & N/A | |
 Hearing Protection | Required in noise areas | & Pass & Fail & N/A | |
 Safety Boots | Steel toe required | & Pass & Fail & N/A | |
 Guardrails | Installed per code | & Pass & Fail & N/A | |
 Ladders | Properly secured | & Pass & Fail & N/A | |
 Scaffolding | Properly erected | & Pass & Fail & N/A | |
 Electrical Safety | GFCI, proper grounding | & Pass & Fail & N/A | |
 Fire Extinguishers | Present and accessible | & Pass & Fail & N/A | |

QUALITY OF WORK

Item | Standard/Requirement | Status | Notes | Photo Ref

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Workmanship | Meets specifications | & Pass & Fail & N/A | |
 Material Quality | As specified | & Pass & Fail & N/A | |
 Installation | Per drawings | & Pass & Fail & N/A | |
 Finish Quality | Acceptable | & Pass & Fail & N/A | |
 Alignment | Within tolerance | & Pass & Fail & N/A | |
 Level/Plumb | Within tolerance | & Pass & Fail & N/A | |

CODE COMPLIANCE

Item | Standard/Requirement | Status | Notes | Photo Ref

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Building Code | Meets requirements | & Pass & Fail & N/A | |
 Electrical Code | Meets NEC | & Pass & Fail & N/A | |
 Plumbing Code | Meets requirements | & Pass & Fail & N/A | |
 Mechanical Code | Meets requirements | & Pass & Fail & N/A | |
 Accessibility | ADA compliant | & Pass & Fail & N/A | |

MATERIAL STORAGE & HOUSEKEEPING

Item | Standard/Requirement | Status | Notes | Photo Ref

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Material Storage | Organized and protected | & Pass & Fail & N/A | |
Housekeeping | Clean and organized | & Pass & Fail & N/A | |
Waste Management | Properly disposed | & Pass & Fail & N/A | |
Debris Removal | Regular removal | & Pass & Fail & N/A | |

EQUIPMENT CONDITION

Item | Standard/Requirement | Status | Notes | Photo Ref

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Equipment Inspection | Pre-use inspection done | & Pass & Fail & N/A | |
Equipment Condition | Good working order | & Pass & Fail & N/A | |
Safety Guards | All guards in place | & Pass & Fail & N/A | |

FINDINGS

Deficiencies Found:

1. _____:

Corrective Action: _____

Responsible Party: _____

2. _____:

Corrective Action: _____

Responsible Party: _____

3. _____:

Corrective Action: _____

Responsible Party: _____

Follow-up Required: & Yes & No

Follow-up Date: _____

SIGNATURES

Inspector Signature: _____

Witness Signature (if applicable): _____

NOTES

Additional Notes:

_____:

_____: