



WAREHOUSE SAFETY EQUIPMENT INSPECTION CHECKLIST

A practical checklist to help you identify safety equipment that may need attention, replacement or updating.

Use this checklist to: walk through your warehouse, record issues and identify equipment that needs repair, replacement, repositioning or further assessment.

How to use this checklist: For each item, mark OK if it is present, suitable and in good condition. Mark ACTION REQUIRED if it needs attention, or N/A if it does not apply to your workplace. Record actions at the end of each section.

Important Note: This checklist is a general workplace inspection aid, not a substitute for a site-specific risk assessment, competent advice, manufacturer instructions or applicable Australian Standards and state or territory WHS requirements. Where a safety issue presents an immediate or significant risk, control the hazard promptly and follow your workplace procedures.

1. Pedestrian & Forklift Safety

ITEM TO INSPECT	OK	ACTION REQUIRED	COMMENTS
Are pedestrian walkways clearly defined and separated from forklift/vehicle routes where appropriate?			
Are physical safety barriers or guardrails installed where pedestrians are exposed to forklifts or vehicles?			
Are pedestrian crossings clearly marked and positioned for good visibility?			
Are high risk areas, machinery and pedestrian zones protected by suitable bollards or barriers?			
Are traffic routes and pedestrian walkways clearly identified with line or floor marking?			
Are forklift/vehicle speed limits clearly displayed and appropriate?			
Are speed humps or other traffic-calming measures needed in higher-risk vehicle areas?			
Actions / notes:			

2. Visibility & Blind Spots

ITEM TO INSPECT	OK	ACTION REQUIRED	COMMENTS
Are blind corners, aisle intersections and doorways free from avoidable visual obstructions?			
Are convex/dome mirrors installed where additional visibility would reduce risk?			
Is lighting adequate throughout aisles, loading areas, pedestrian routes and entrances?			
Actions / notes:			

3. PPE & PERSONAL SAFETY

ITEM TO INSPECT	OK	ACTION REQUIRED	COMMENTS
Is suitable high-visibility clothing available and worn where forklifts or vehicles operate?			
Are safety glasses/eye protection available and used where eye hazards exist?			
Is hearing protection available and used where noise hazards exist?			
Are visitors made aware of PPE requirements before entering operational areas?			
Is required PPE readily accessible, correctly stored and in serviceable condition?			
Actions / notes:			

4. Safety Signage

ITEM TO INSPECT	OK	ACTION REQUIRED	COMMENTS
Is required PPE signage clearly displayed at warehouse entry points and relevant work areas?			
Are forklift, pedestrian, speed limit and other applicable warning/safety signs clearly visible?			
Are emergency exits, first aid locations and fire equipment clearly identified?			
Are damaged, faded, obscured or outdated signs replaced?			
Actions / notes:			

5. Racking, Storage & Loading

ITEM TO INSPECT	OK	ACTION REQUIRED	COMMENTS
Is racking free from obvious impact damage and are damaged sections reported?			
Are exposed racking, columns, doorways and equipment adequately protected against vehicle impact?			
Are loads stored securely without creating falling-object hazards?			
Are loading/unloading areas appropriately separated from pedestrians?			
Are loading dock edges, restricted areas and other hazards clearly identified or protected?			
Actions / notes:			

6. Floors, Access & Housekeeping

ITEM TO INSPECT	OK	ACTION REQUIRED	COMMENTS
Are floors and walkways free from trip hazards, spills, loose packaging and obstructions?			
Are anti-slip surfaces or tapes required on slippery floors, steps or ramps?			
Are electrical leads/cables protected where they cross pedestrian or vehicle areas?			
Are stairs, ramps and changes in level clearly visible and safely maintained?			
Are emergency exits and evacuation routes unobstructed at all times?			
Actions / notes:			

7. Emergency & General Safety

ITEM TO INSPECT	OK	ACTION REQUIRED	COMMENTS
Required workplace first aid kits are readily accessible, fully stocked, and contain items that are within their expiry dates.			
Fire safety equipment is readily accessible, clearly identified, securely mounted, and within their inspection and service dates.			
Are emergency procedures displayed and understood by relevant employees?			
Is there a simple process for employees to report hazards and near misses?			
Are identified safety issues assigned to someone for corrective action?			
Actions / notes:			

Action Register

Use this section to record anything that needs repair, replacement, relocation, further assessment or follow up.

ISSUE / EQUIPMENT	LOCATION	ACTION REQUIRED	DUE	COMPLETE

NEED HELP REVIEWING YOUR SAFETY EQUIPMENT?

Keep your workplace safety essentials up to date with Safety Xpress. From safety signage and barriers to bollards, wheel stops, mats, tactile indicators and more, we can help you find the right products for your workplace.

 **1300 049 246**

 **sales@safetyxpress.com.au**

 **safetyxpress.com.au**

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General information only. This checklist is provided as a practical guide and does not constitute legal, engineering or compliance advice. Requirements may vary depending on your workplace, activities and jurisdiction. Always refer to applicable legislation, Australian Standards, manufacturer instructions and seek advice from your WHS adviser or relevant regulator where appropriate. For further information and guidance on workplace safety requirements and applicable legislation, please visit Safe Work Australia: <https://www.safeworkaustralia.gov.au/>