

## Emergency Readiness Pack

WSWG practical warehouse safety resource. General information only.

Business/site: \_\_\_\_\_

Date: \_\_\_\_\_

Person completing: \_\_\_\_\_

1. Confirm the area or task being reviewed.
2. Identify workers, drivers, visitors and contractors exposed to the risk.
3. Check physical controls: barriers, lighting, cameras, signs, locks, exits and line marking.
4. Check procedures, training, inspections and maintenance records.
5. Record defects with owner, due date, priority and evidence of completion.