Auto Shop, Auto Body and EV Repair Safety Checklist

Inspector Name: _____ Date: _____

Location/Classroom: _____

General Facility & Supervision

[ ] Instructor is present in the shop anytime a student is present.
[ ] All equipment (especially top-heavy items) is secured to prevent toppling or walking per manufacturer requirements.
[ ] Emergency exits are properly identified and maintained in a clear, unobstructed condition.
[ ] *NOTE: If welding is performed, a separate Welding Checklist must be referenced and completed*.

Personal Protective Equipment (PPE)

[ ] Signs are posted at each entrance outlining required PPE for entry.
[ ] Safety Data Sheets (SDS) are reviewed prior to using any chemicals to verify appropriate PPE.
[ ] Students are trained on the proper use, cleaning, and storage of all PPE.
[ ] OSHA-compliant eyewear (stamped Z-87.1) is available for student and visitor use.
[ ] Face shields are provided and used when required (safety eyewear must be worn underneath).
[ ] Hearing protection (earplugs, earmuffs, etc.) is available for student use.
[ ] Respirators are cleaned before/after use and properly stored. (Users must be medically certified).
[ ] Gloves are used when handling finishes and solvents.
[ ] Gloves are strictly prohibited when working around moving machinery that poses a snag hazard.

Safe Work Practices

[ ] Signage and training regarding safe work practices are clearly established.
[ ] Jewelry (necklaces, bracelets, rings, etc.) is removed before work.
[ ] Hair is securely tied back when operating machinery.

[ ] Horseplay is strictly prohibited.

[ ] Students do not stand on auto lifts at any time.

Emergency Equipment

[ ] First aid kit is properly stocked and accessible.

[ ] Stop The Bleed kit is available.

[ ] Eyewash station and emergency shower (if installed) are clean, unobstructed, and working properly.

[ ] Eyewash/shower is activated weekly (flow, temperature, flush stagnant water) with an inspection log present at the station.

Power & Electrical

[ ] All power panel breakers are properly labeled.

[ ] Power panel fronts are secure, with all openings covered by breakers or blanks.

[ ] Emergency electric shutoff is identified and access is maintained.

[ ] Stationary equipment is plugged into a permanent power source (no extension cords, power strips, or multiplex adapters).

[ ] Equipment cords are intact with no cuts, deterioration, or bare wires.

[ ] Extension cords are grounded (no two-wire zip cords allowed), in good repair, and used only as temporary power for handheld tools.

[ ] Cords do not create trip hazards and are not run through doorways, windows, or walls.

Flammable & Chemical Storage

[ ] Flammable liquids exceeding 25 gallons are stored in a rated flammable storage cabinet.

[ ] Flammable storage cabinets are properly closed/latched when not in use and not loaded past capacity.

[ ] Flammable liquids (gasoline, solvents, etc.) are never stored outside of properly rated cabinets.

[ ] SDS is complete and available for all stored chemicals.

[ ] All chemical containers feature original manufacturer’s labels (no homemade labels).

[ ] Liquids are stored in original containers with proper lids (no makeshift containers like milk jugs or rag caps).
[ ] Body fillers are used and stored in strict accordance with their SDS.

Compressed Air

[ ] Air limiting device restricts pressure to no higher than 30 PSI.
[ ] No PVC/CPVC piping is used for distribution lines.
[ ] Compressed air is never used for cleaning workstations or people.
[ ] Hoses are in good repair, coiled, and stored organized to prevent trip hazards.

Housekeeping & Shop Floor

[ ] Materials are not allowed to accumulate in work areas.
[ ] Aisles, benches, and workstations are kept clean, orderly, and free of trip hazards.
[ ] Floor dry and other oil absorbents are available. Oil and liquids do not accumulate on floors.
[ ] Oily absorbents, waste oil, and other hazardous materials are disposed of per EPA/DEQ requirements.
[ ] Soiled rag bins are emptied daily, not overloaded, and do not contain regular trash.
[ ] Tools are cleaned and properly stored after use.
[ ] Waste drums are stored in secondary containment.

Auto Lifts

[ ] Lifts are inspected annually by a certified person (current inspection sticker affixed).
[ ] Cars are not stored elevated unless the lift is explicitly designed for extended storage.
[ ] Lift attachments and arms are stored as close to the lift as possible to prevent tripping.

Shop Equipment & Ventilation

[ ] **Bench/Handheld Grinders:** Guards are in place. Tongue guards adjusted within ¼ inch of the wheel. Tool rests adjusted within ⅛ inch of the wheel.
[ ] **Parts Washers:** Fusible link is installed on the lid for auto-close during a fire. Lids are never pinned open.

[ ] **Exhaust Ventilation:** Working properly with a minimum draw of 100 FPS. Ventilation hoses are attached to all running vehicles.

Paint Operations

Paint Mixing Rooms:

[ ] Fire extinguisher is installed inside the mixing room.
[ ] Mixing room is kept clean and interlocks on mixers operate properly.
[ ] SDS and respiratory equipment are immediately available for reference and use.

Auto Paint Booths:

[ ] Booth is in good repair with adequate air flow (anemometer and magnehelic gauge operating correctly).
[ ] No electrical components are present inside the paint booth.
[ ] Hoses, fans, and filters are kept clean of overspray.
[ ] Masking material carts are removed prior to painting operations.
[ ] Students wear appropriate safety equipment (Tyvek, respirator/dust mask, eye protection).
[ ] Breathing air system and sprinkler system are inspected annually.
[ ] Sprinkler heads are covered to prevent overspray accumulation.
[ ] *NOTE: Portable booths (plastic sheeting, pop-up, sprung structures, blow-up types) are prohibited*.

Electric Vehicles (EV) Repair

*NOTE: High voltage is only present on the drive train (High voltage wires are **ORANGE**). All other systems are standard 12-volt*.

[ ] A dedicated Lockout/Tagout station is available for locking out high voltage systems.
[ ] Lockout or repair on live high-voltage systems is performed **only** by a Master Level instructor, utilizing Level 1 PPE, a Director, spotters, and proper working clearances.
[ ] Student observation of live high-voltage work/lockout is restricted to a safe distance determined by the Director under controlled circumstances.
[ ] "Shop pieces" are utilized to teach repairs on high-voltage systems rather than live vehicles with installed high-voltage systems.