Production Studio Safety Checklist

Inspector Name: _____ Date: _____

Location/Studio: _____

General Facility & Housekeeping

[ ] No accumulation of excess materials or clutter.
[ ] All exits and the paths to the exits are maintained in a clear, unobstructed condition.

Emergency Equipment

[ ] First Aid kit is properly stocked and accessible.
[ ] Stop The Bleed kit is available.

Studio Space & Sets

[ ] Fabric backdrops are flame resistant or are strictly removed after each use.
[ ] Built sets and set furniture do not block exits, pathways to exits, or any fire sprinklers.
[ ] Sound panels in sound booths and on sets are made of non-flammable materials (highly flammable "egg crate" foam is prohibited).

Equipment & Security

[ ] All equipment and backdrops are stored securely so they do not create a hazard.
[ ] Video, lighting, and sound equipment are in good working repair.
[ ] A system is in place to account for all equipment and properly secure it against theft.

Power & Electrical

[ ] All stationary equipment is plugged into a permanent power source (not into extension cords, power strips, or multiplex adapters).
[ ] Cords on all equipment are intact with no cuts, deterioration, or bare wires.
[ ] Equipment cords and extension cords are routed securely so they do not create a trip hazard.

[ ] Multi-outlet adapters (1-3 or 1-6) are only used if they are equipped with a built-in surge protection feature.
[ ] Extension cords are in good repair, equipped with a ground (two-wire zip cords are prohibited), and used *only* as a temporary source of power.
[ ] Electrical outlets are not overloaded.
[ ] Cords are not run through doorways, windows, or walls.
[ ] Power panel fronts are secure, with all openings covered by breakers or blanks.
[ ] All power panel breakers are accurately labeled.
[ ] All electrical raceways have appropriate covers installed.