



## OSHA Post Inspection Report

Project Name:

Project Number:

Date of Inspection:

### Section I: Pre - Inspection

1 Who did the OSHA inspector first contact at the jobsite?

Name:

Title:

2 Did the OSHA inspector show his / her credentials?

Yes

☐

No

☐

3 Did you get copies of the OSHA Inspector's credentials or business card and attach them to this report?

Yes

☐

No

☐

If credentials or business card are not attached, explain why:

4 OSHA Inspector's Name: (List all if more than one)

5 Was the Quality Safety Director contacted?

Yes

☐

No

☐

### Section II: Opening Conference:

1 List who was present during the Opening Conference:

Employee Name:

Company Name:

Position:


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2 What was the purpose of the visit as explained by the OSHA Inspector?

3 Was there a complaint filed? Yes ☐ No ☐

4 Did you get a copy of the complaint? Yes ☐ No ☐

If yes, attach a copy to this report. If no, ask the OSHA Inspector for a copy.

5 Was there a search warrant served? Yes ☐ No ☐

If yes, attach the search warrant to this report.

6 Did the OSHA Inspector request to review records? Yes ☐ No ☐

- why: -

Requested

Reviewed

Comments:

	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

7 Were employees selected to be interviewed with the OSHA Inspector during the Opening Conference?

Yes ☐ No ☐

Explain how the employee(s) were selected:



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8 List employees selected, their employer, and trade / craft represented:

Employee Name:

Company Name:

Trade:


9 Other comments that should be noted as being discussed during the Opening Conference:

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### Section III: The Inspection:

1 List who was present during the inspection process:

Employee Name:

Company Name:

Position:


2 Were pictures taken? Yes ☐ No ☐

3 Were any portions of the jobsite shut down? Yes ☐ No ☐

If so, describes the area, why it was shut down and for how long:

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4 List any employees that were talked to by the OSHA Inspector:

Employee Name:	Company Name:	Trade:

NOTE: YOU ARE NOT ALLOWED TO ASK THE EMPLOYEES WHAT THEY DISCUSSED WITH THE OSHA INSPECTOR.

5 Other comments that should be noted as being discussed during the inspection.

### Section IV: Closing Conference:

Employee Name:	Company Name:	Position:

2 Were alleged violations of standards discussed?      Yes      ☐      No      ☐

If yes, list alleged violations:



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3 Did the OSHA Inspector give an indication of future OSHA Inspections (required or otherwise)?

Yes

☐

No

☐

If yes, list the comments from the OSHA Inspector:

4 Other comments that should be noted as being discussed during the Closing Conference:

### Section V: Signatures and Distribution of Report

Project Manager Signature

Date

Safety Manager Signature

Date

CC:

Project File

Quality Electric Safety Department:

Safety Representative: