

PRC Safety & Security Inspection Checklist

Opening

- ☐ Evidence of unauthorized entry
- ☐ Signs of vandalism/graffiti
- ☐ Trip / safety hazards remedied
- ☐ Walkways clear of debris / snow
- ☐ Exit doors clear with no obstruction
- ☐ Fencing checked and hardware secure
- ☐ Cleanliness of overall facility
- ☐ Rest rooms in sanitary condition
- ☐ Exit signs lighted
- ☐ Map & Information racks filled

Closing

- ☐ All water faucets, hoses, etc. turned off
- ☐ Vehicles locked & parked in secure area
- ☐ Necessary toilets flushed
- ☐ Patrons vacated, if necessary
- ☐ Doors and gates closed and locked
- ☐ Windows closed and secured
- ☐ Money placed in safe
- ☐ Parking lot lights turned on
- ☐ Security lights working
- ☐ Keys placed in lock box
- ☐ Security alarm set

Routine

- ☐ Fire extinguishers fully charged and identified
- ☐ First aid kits in a designated place, available & full
- ☐ Line of sight for vehicles clear
- ☐ Equipment checked for safety
- ☐ Vehicles, equipment fluid levels
- ☐ Equipment put away when not in use
- ☐ Mowing / weed whacking to avoid public
- ☐ Non-public areas identified & secure
- ☐ Perimeter checked for safety & security
- ☐ Permit inspections (pool, beach, rides) standards met
- ☐ Playgrounds inspected / Checklist submitted
- ☐ Picnic tables & grills maintained
- ☐ Public safety signs prominently posted
- ☐ Signs of encroachment
- ☐ Water testing done, if required
- ☐ Smoke alarms working
- ☐ Staff in uniform