



Three Sixty Safety™ Audit Checklist COVID-19

Area Audited:

Shift:

Conducted By:

Entering Facility

- Entrance signage posted (Social Distancing/CDC/Health Dept)
Masks are required and being worn entering facility
Ground/Floor markings at 6 foot intervals (Outside and Inside)
Sanitization/Disinfection station inside of entrance
Screening area staffed - signage and verbal instructions provided
Employees and visitors using hand sanitizer before screening
Masks are required and provided to employees and visitors
Questionnaire being completed or questions asked verbally
Temperatures are taken and recorded (Pass/Fail)
Screeners wearing PPE(Mask/Face Shield/Gloves/Body Protection)
Screeners know isolation procedure on high temp reading
Isolation area established and available for use
Screening area cleaning schedules being followed and documented
Screening area has contaminated materials trash can

Pass/Fail/NA

Table with 12 empty rows for Pass/Fail/NA results

Person Responsible

Table with 12 empty rows for Person Responsible

Comments

Table with 12 empty rows for Comments

Potential Score/Actual Score

14

0

Employee and Visitor Observations

- Masks provided and safety glasses being worn as required
Social Distancing 6' requirements being followed
Fans point straight down and are not blowing from person to person
Barriers in place where social distancing is not possible
Foot Traffic marked - 6' between two-way traffic
Hand washing and sanitizer use required throughout day

Pass/Fail/NA

Table with 5 empty rows for Pass/Fail/NA results

Person Responsible

Table with 5 empty rows for Person Responsible

Comments

Table with 5 empty rows for Comments

6

0

Restrooms

- Signage posted for social distance/person limit/hand washing
Soap and sanitizer provided for usage
Hand drying available for usage(paper towels) / NO DRYERS
Doors of restroom propped open or able to open hands free

Pass/Fail/NA

Table with 3 empty rows for Pass/Fail/NA results

Person Responsible

Table with 3 empty rows for Person Responsible

Comments

Table with 3 empty rows for Comments

Potential Score/Actual Score

4

0

Conference Room/Lunchroom/Break Areas

- Signage posted for social distance/person limit/hand washing
Seating marked and barriers provided to meet social distance requirement
Confirm area cleaning schedule is being followed and documented
Sanitization and disinfection station positioned at entrance

Pass/Fail/NA

Table with 3 empty rows for Pass/Fail/NA results

Person Responsible

Table with 3 empty rows for Person Responsible

Comments

Table with 3 empty rows for Comments

Potential Score/Actual Score

4

0

Total Potential Score

28

Number of Non-Applicable (N/A)

0

Actual Score

0

Print Name:

Signed:

Date: