STOP the DROP Task Force

STOP THE DROP – FOCUSED INSPECTION FORM

Project: _____ **Location:** _____

Contractor: _____**Date:** _____ **Inspector:** _____

Work Activity Observed: _____

Housekeeping & Material Management

☐ 1. Only materials required for the task are taken to elevation.

☐ 2. Materials are staged/secured considering wind and employee travel paths.

☐ 3. Materials are stored **≥6 ft from interior floor openings**.

☐ 4. Materials are stored **≥10 ft from exterior edges**.

☐ 5. Toe boards, straps, netting, or equivalent controls are in place to prevent dislodgement.

☐ 6. Scrap and unused material is removed throughout the shift.

☐ 7. Sheet materials (plywood, insulation, metal deck) are secured against wind.

☐ 8. No items are draped, hung, or staged on guardrails or posts.

Tools & Equipment / Tool Tethering

☐ 9. Only tools necessary for the task are taken to height.

☐ 10. Hand tools used at height are properly tethered.

☐ 11. Tools over **5 lbs** are tethered to a fixed anchor point.

☐ 12. Tethers, lanyards, and attachment points are inspected and in good condition.

☐ 13. Tether length is minimized to prevent swinging or snag hazards.

☐ 14. Tool tethering does not interfere with tool operation or safety features.

☐ 15. Gaps and openings are protected to prevent tools or equipment from falling.

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Leading Edges, Openings & Access

☐ 16. Leading edges are protected with guardrails (top rail and midrail) where feasible.

☐ 17. Perimeter screening, fencing, or equivalent controls are installed where exposure exists.

☐ 18. Floor, wall, and shaft openings are covered or properly protected.

☐ 19. Ladders and stair access points are positioned away from edges and drop zones.

Barricading & Overhead Protection

☐ 20. Drop zones below elevated work are clearly identified and controlled.

☐ 21. Barricades provide physical protection beyond caution tape where exposure exists.

☐ 22. Covered walkways, walk-through frames, scaffolds, or conexes protect required access paths.

☐ 23. No employees are permitted under suspended loads or active lifting areas.

Safe Cargo, Lifting & Rigging

☐ 24. Loads are inspected and secured; no loose items present prior to lifting or transport.

☐ 25. Lifting operations use rated rigging, certified/qualified personnel, and enforced exclusion zones.

Corrective Actions / Comments

Overall Assessment: ☐ Acceptable ☐ Needs Improvement ☐ Stop Work Required

Inspector Signature: _____ **Date:** _____

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