



# BC PAINT & HHW MONTHLY COLLECTION SITE INSPECTION FORM (Concrete Room)

MONTH \_\_\_\_\_

YEAR \_\_\_\_\_

**SEND COMPLETED FORM AT MONTH END TO:**

**Email:** [bcospaint@productcare.org](mailto:bcospaint@productcare.org)

**Fax:** 604.592.2982

**Mail:** 7781 Vantage Way, Delta, BC V4G 1A6

**Please mark each box – check (✓) if OK or circle (O) if attention needed**

Number of tubskids (T) and drums (D) on site:				<input type="checkbox"/> Tubskids and lids are in good condition
	<b>Paint</b>	<b>Paint Aerosol</b>		<input type="checkbox"/> Spill kit complete and ready for use
<b>Full</b>		(T)	(D)	<input type="checkbox"/> Both Paint and HHW signs are clean, in-place, and readable
<b>Empty</b>		(T)	(D)	<input type="checkbox"/> Collection area is cleaned and organized
<input type="checkbox"/>	Guidelines are available to staff			<input type="checkbox"/> Both Paint and HHW brochures are available
<input type="checkbox"/>	All current staff have been trained and tested			<input type="checkbox"/> Collection site is locked and secured after hours
				<input type="checkbox"/> PaintShare Forms & Labels available (if participating)

**CONCRETE ROOM:**

Number of tubskids (T) and drums (D) on site:				<input type="checkbox"/> Fire extinguisher is properly mounted outside room, charged and ready for use
	<b>Flammable</b>	<b>Other Aero</b>	<b>Pesticide</b>	<input type="checkbox"/> Light in room is working
<b>Full</b>		(D)	(D)	<input type="checkbox"/> Left door deadbolts (top and bottom) are working properly and are in locked position
<b>Empty</b>		(D)	(D)	<input type="checkbox"/> Right door opener is working properly
<input type="checkbox"/>	There are a minimum of 6 (six) unused bags of absorbent.			<input type="checkbox"/> Door lock is working properly and key is available
<input type="checkbox"/>	\$10 Gasoline vouchers on hand.			<input type="checkbox"/> Door magnets are working properly
<input type="checkbox"/>	Eyewash station available			<input type="checkbox"/> Ramp (if applicable) is in good condition
<input type="checkbox"/>	Spill kit is complete and unused			<input type="checkbox"/> Storage Room sign and No Smoking signs are clean, in place and readable
<input type="checkbox"/>	Safety goggles, boot covers, aprons and chemical resistant gloves are available and in good condition			
<input type="checkbox"/>	No cracks are visible in the roof and walls			

**FLAMMABLE/PESTICIDE PACKING:**

<input type="checkbox"/> Flammable tubskid is properly sorted	<input type="checkbox"/> Absorbent used in flammable tubskids and pesticide drums
<input type="checkbox"/> Pesticide drum is properly sorted	<input type="checkbox"/> Products in <u>all</u> tubskids/drums are packed tightly and upright.
<input type="checkbox"/> Gasoline containers placed upright in the bottom of the flammable tubskid.	

Please provide comments on the above items that have a cross (X). Also, please list any items you need. If already requested, please note date and method used so we can follow-up:

Promo Materials can be ordered online at <https://www.productcare.org/service-partners/promotion-and-education/>

**Employee:** \_\_\_\_\_  
*Please Print*

**Today's Date:** \_\_\_\_\_  
*Please Print*

**Depot Name:** \_\_\_\_\_  
*Please Print*

**City:** \_\_\_\_\_  
*Please Print*