MONTHLY DEPOT INSPECTION CHECKLIST
MONTH ___________ YR __________

Please mark each box - Check (√) if Okay or Cross (X) if Attention Needed

### SECTION A: PAINT DEPOT & PAINT PLUS DEPOT:
- Tubskids & lids are in good condition.
- Spill Kits complete and ready for use.
- All current staff have been trained and tested.
- Collection area is clean and organized
- Program Brochures available.
- Number of tubskids on site (write) ____________
  (please include tubs for all products)
- Authorized Depot & We Accept and Don’t Accept signs are clean, in place and readable.
- Training Manuals are available to staff.
- Depot is locked and secured after hours.

### SECTION B: PAINT PLUS DEPOTS - STORAGE ROOM:
- Storage Room sign and No Smoking sign is clean, in place and readable.
- No cracks are visible in the roof and walls.
- Ramp is in good condition (where applicable).
- The three ventilation areas are clear and clean.
- Ventilation (electric fan or “spinner”) is working well.
- There are 10 (ten) totes at the depot.
- There are 1-3 totes in the reception area.
- There are a minimum of 6 (six) unused bags of absorbent.
- Gasoline vouchers on hand.
- Light in room is working.
- Left door deadbolts (both top and bottom) are working properly and in locked position.
- Right door opener is working properly.
- Door lock is working properly and key available.
- Door magnets are working properly.
- Fire extinguisher is properly mounted outside room, charged and ready for use.
- Spill kit is complete and unused.
- Safety goggles and chemical resistant gloves are available.
- Eyewash station filled and eyewash bottle filled.

### FLAMMABLE/PESTICIDE TUBSKID PACKAGING:
- Two solvent tubskids are properly sorted.
- Pesticide tubskid is properly sorted.
- Gasoline containers are placed upright in the bottom of the solvent tubskids.
- Glass and fragile containers in all tubskids are packed with absorbent in totes.
- Products in all tubskids are packed upright.
- Aerosol cage is properly sorted and secured.

Please provide comments on the above items that have a cross (√) and list any items you need:

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Depot Name ___________________________ Date ___________________________

Print Name ___________________________________________________________________ Signature ___________________________