

INSPECTION CHECKLIST TEMPLATE

Last Updated: February 2026

INSPECTION INFORMATION

Project Name: _____
 Project Number: _____
 Inspection Date: _____
 Inspector Name: _____
 Inspection Type: & Safety & Quality & Code & Environmental & Other: _____
 Location/Area: _____

SAFETY COMPLIANCE

Item	Standard/Requirement	Status	Notes	Photo Ref
Fall Protection	All workers 6+ ft protected	& Pass & Fail & N/A		
Hard Hats	All personnel wearing	& Pass & Fail & N/A		
Safety Glasses	Eye protection required	& Pass & Fail & N/A		
Hearing Protection	Required in noise areas	& Pass & Fail & N/A		
Safety Boots	Steel toe required	& Pass & Fail & N/A		
Guardrails	Installed per code	& Pass & Fail & N/A		
Ladders	Properly secured	& Pass & Fail & N/A		
Scaffolding	Properly erected	& Pass & Fail & N/A		
Electrical Safety	GFCI, proper grounding	& Pass & Fail & N/A		
Fire Extinguishers	Present and accessible	& Pass & Fail & N/A		

QUALITY OF WORK

Item	Standard/Requirement	Status	Notes	Photo Ref
Workmanship	Meets specifications	& Pass & Fail & N/A		
Material Quality	As specified	& Pass & Fail & N/A		
Installation	Per drawings	& Pass & Fail & N/A		
Finish Quality	Acceptable	& Pass & Fail & N/A		
Alignment	Within tolerance	& Pass & Fail & N/A		
Level/Plumb	Within tolerance	& Pass & Fail & N/A		

CODE COMPLIANCE

Item	Standard/Requirement	Status	Notes	Photo Ref
Building Code	Meets requirements	& Pass & Fail & N/A		
Electrical Code	Meets NEC	& Pass & Fail & N/A		
Plumbing Code	Meets requirements	& Pass & Fail & N/A		
Mechanical Code	Meets requirements	& Pass & Fail & N/A		
Accessibility	ADA compliant	& Pass & Fail & N/A		

MATERIAL STORAGE & HOUSEKEEPING

Item | Standard/Requirement | Status | Notes | Photo Ref

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Material Storage | Organized and protected | & Pass & Fail & N/A | |

Housekeeping | Clean and organized | & Pass & Fail & N/A | |

Waste Management | Properly disposed | & Pass & Fail & N/A | |

Debris Removal | Regular removal | & Pass & Fail & N/A | |

EQUIPMENT CONDITION

Item | Standard/Requirement | Status | Notes | Photo Ref

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Equipment Inspection | Pre-use inspection done | & Pass & Fail & N/A | |

Equipment Condition | Good working order | & Pass & Fail & N/A | |

Safety Guards | All guards in place | & Pass & Fail & N/A | |

FINDINGS

Deficiencies Found:

1. _____:

Corrective Action: _____

Responsible Party: _____

2. _____:

Corrective Action: _____

Responsible Party: _____

3. _____:

Corrective Action: _____

Responsible Party: _____

Follow-up Required: & Yes & No

Follow-up Date: _____

SIGNATURES

Inspector Signature: _____

Witness Signature (if applicable): _____

NOTES

Additional Notes:

_____:

_____: