

Lions Club Self-Inspection Checklist

Club Safety Officer _____

Date of Inspection _____

Please answer any questions that are applicable and correct noted deficiencies.

Parking

- | | Yes | No |
|---|--------------------------|--------------------------|
| • Are entrances and exits clearly marked? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is lighting adequate? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is parking area free of holes, cracks, puddles, ice and debris? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is security provided in parking area to deter robbery, theft and vandalism? | <input type="checkbox"/> | <input type="checkbox"/> |

Crowd Control

- | | | |
|---|--------------------------|--------------------------|
| • Are adequate signs posted for directing traffic flow in/out of the area? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are police used to direct traffic into and out of parking lots? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are individuals directing traffic wearing safety vests to be easily seen by vehicles? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are there sufficient security personnel to control crowds? | <input type="checkbox"/> | <input type="checkbox"/> |

Buildings, Tents and Arenas

- | | | |
|--|--------------------------|--------------------------|
| • Are the premises neat and clean? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are there an adequate number of marked exits? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is the number of occupants/capacity controlled? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Do structures have adequate fire protection equipment such as automatic sprinklers or extinguishers? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are all extinguishers currently tagged and tested? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is smoking prohibited and are signs posted? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is emergency lighting provided? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is public address system available to relay emergency messages? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are all aisles, stairs, etc. unobstructed? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are all stairways, elevated platforms, etc. adequately marked and guarded? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are all chairs, bleachers and tables structurally sound? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Are all tent stakes and guy wires marked or blocked off to prevent trips? | <input type="checkbox"/> | <input type="checkbox"/> |

Lions Club Self-Inspection Checklist (continued)

Food Service

	Yes	No
• Is all food fresh and/or well refrigerated?	<input type="checkbox"/>	<input type="checkbox"/>
• Are knives and sharp objects stored properly?	<input type="checkbox"/>	<input type="checkbox"/>
• Are decorations kept a safe distance from open flames or cooking equipment?	<input type="checkbox"/>	<input type="checkbox"/>
• Are there an adequate number of properly placed litter containers?	<input type="checkbox"/>	<input type="checkbox"/>
• Is the general public blocked from entering the cooking area?	<input type="checkbox"/>	<input type="checkbox"/>

Outdoor Events

• Are the premises free of hazards to the public?	<input type="checkbox"/>	<input type="checkbox"/>
• Is there adequate distance between the action area and the viewing area to afford protection to spectators?	<input type="checkbox"/>	<input type="checkbox"/>
• Are barriers provided to protect spectators/public if necessary?	<input type="checkbox"/>	<input type="checkbox"/>
• Is the action area secure to prevent entry of unauthorized persons?	<input type="checkbox"/>	<input type="checkbox"/>
• Are participants in games, contests and other events of proper age and in adequate physical condition to safely participate?	<input type="checkbox"/>	<input type="checkbox"/>
• Are participants exposed to dangerous conditions?	<input type="checkbox"/>	<input type="checkbox"/>
• Do you have an evacuation plan in case of inclement weather?	<input type="checkbox"/>	<input type="checkbox"/>

Outside Operators –Contrators - Concessionaires

• Are outside parties qualified and adequately insured?	<input type="checkbox"/>	<input type="checkbox"/>
• Has your club obtained a current “Certificate of Liability Insurance” from these parties with your club as well as The International Association of Lions Clubs added as additional insureds?	<input type="checkbox"/>	<input type="checkbox"/>

Liquor Liability

• If you sell or distribute alcoholic beverages, have you purchased Liquor Liability Coverage?	<input type="checkbox"/>	<input type="checkbox"/>
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Medical Aids

• Do you have an adequate number of trained and/or professional medical personnel?	<input type="checkbox"/>	<input type="checkbox"/>
• Are all medical/first aid supplies sterile and stored in a clean location?	<input type="checkbox"/>	<input type="checkbox"/>

***** This form should be completed and kept on file for future reference.**