

Spring Safety Checklist for Employers

General Workplace Safety

- ☒ Inspect walkways, parking lots, and outdoor areas for damage from winter weather (cracks, potholes, or uneven surfaces).
- ☒ Check for proper drainage to prevent slip hazards from spring rain.
- ☒ Ensure outdoor lighting is functional for early morning and late shifts.
- ☒ Review emergency evacuation routes and update as necessary.
- ☒ Ensure first aid kits are stocked and up to date.

Building & Facility Maintenance

- ☒ Inspect HVAC systems and replace air filters to improve indoor air quality.
- ☒ Check for signs of mold or water damage from winter leaks.
- ☒ Test smoke detectors, carbon monoxide detectors, and fire extinguishers.
- ☒ Clean gutters and downspouts to prevent water buildup.
- ☒ Ensure pest control measures are in place as insects and rodents become more active.

Employee Health & Wellness

- ☒ Encourage employees to stay hydrated as temperatures rise.
- ☒ Promote workplace wellness programs and allergy awareness.
- ☒ Ensure proper ventilation in workspaces to reduce allergens.
- ☒ Offer sun protection guidance for outdoor workers (sunscreen, hats, UV protection).
- ☒ Remind employees to update their emergency contact information.

Equipment & Vehicle Maintenance

- ☒ Service company vehicles to prepare for increased spring travel (check tires, brakes, and fluids).
- ☒ Inspect outdoor tools and equipment for wear and tear from winter storage.
- ☒ Ensure ladders and scaffolding are in good condition before outdoor use.
- ☒ Check power tools and extension cords for fraying or damage.
- ☒ Conduct refresher training on safe equipment handling if needed.

Outdoor & Seasonal Hazards

- ☒ Train employees on severe weather protocols, including tornadoes, thunderstorms, and flooding.
- ☒ Secure loose outdoor materials that could become projectiles in high winds.
- ☒ Review insect and tick bite prevention for outdoor workers.

- ☒ Assess landscaping needs to keep walkways clear of overgrown plants or debris.
- ☒ Check for standing water that could attract mosquitoes.

Emergency Preparedness

- ☒ Update workplace emergency action plans for spring weather threats.
- ☒ Conduct seasonal safety training or drills for employees.
- ☒ Ensure storm shelters or safe zones are accessible and stocked with emergency supplies.
- ☒ Review and update business continuity plans in case of weather-related disruptions.
- ☒ Communicate safety reminders through meetings, emails, or posters.

By following this checklist, employers can create a safer and healthier work environment for employees during the spring season.