

# Lions Club Self-Inspection Checklist

**Club Safety Officer** \_\_\_\_\_

**Date of Inspection** \_\_\_\_\_

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

## Parking

- |   | <b>Yes</b>               | <b>No</b>                |
|---|--------------------------|--------------------------|
| • 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

	<b>Yes</b>	<b>No</b>
• 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.***