

# Appendix A: Farmers Market Safety Checklist

Location \_\_\_\_\_ Survey Date \_\_\_\_\_ Time \_\_\_\_\_

Address \_\_\_\_\_ Evaluation by \_\_\_\_\_

Key: **S** = Satisfactory **U** = Unsatisfactory **NA** = Not Applicable

	<b>S</b>	<b>U</b>	<b>NA</b>		<b>S</b>	<b>U</b>	<b>NA</b>
<b>A. ENTRY/EXIT WAYS</b>							
1. Adequate barriers, orange warning cones, etc. provided to/from market areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6. Display tables properly arranged and filled within load capacity.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Pets not allowed in market areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	7. Appropriate licenses issued by the State Department of Agriculture, etc. conveniently posted near vendor areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Use of bicycles, skateboards, roller skates, roller blades, in-line skates, etc. prohibited and properly signed in market areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	8. Vendors informed of disciplinary procedure for failing to correct unsafe conditions in timely manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Appropriate "NO SMOKING" and "OPEN FLAME" signage conveniently displayed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	9. Sidewalk and customer area boundary lines properly identified and enforced.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Motor vehicles properly parked to not obstruct access to fire hydrants, fire lanes, and other emergency vehicle access points.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	10. Boxes or crates containing produce kept at least six inches off the ground per state health and safety codes.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>B. SIDEWALKS</b>				<b>E. MARKET AREAS</b>			
1. Walking/working areas provided with even surfaces and no potholes.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	1. Vegetation, including tree branches, shrubs, etc., kept from obstructing sidewalks, parking lots, common areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Changes in elevation and abrupt surface edges provided with warning markings, signage, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	2. Lawn sprinklers installed away from common areas to prevent trip and fall hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Handicap access provided along sidewalks and ramps where necessary.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	3. Leaves, debris, etc. removed from walking surfaces to reduce "trip and fall" hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>C. PARKING LOTS</b>				4. All parking lots and walkways well-lighted.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1. Parking stalls provided free of potholes and other obstructions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	5. Electrical equipment, including extension cords, wiring, etc., properly rated for outside use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Curb bumps/parking blocks properly secured and highlighted.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6. Electrical outlets equipped with ground fault circuit interrupters to reduce shock hazard.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Speed bumps well identified/marked.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	7. Tarps, canopies, table legs, etc. properly secured and installed to reduce "trip and fall" hazards and risk of collapse.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Vendor vehicles such as large trucks, vans, etc. provided with wheel chocks or blocks to help prevent movement.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<b>F. SPECIAL HAZARDS</b>			
<b>D. VENDORS EQUIPMENT/SET-UP</b>				1. Areas under construction, repair, or modification properly barricaded/fenced with appropriate warning lights and/or flashing beacons.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1. Market manager and/or assistant manager trained in emergency procedures, including first aid, emergency response, earthquake preparedness, bomb threat, etc. and coordinated with local authorities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	2. Customers and employees restricted from fenced/barricaded construction areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Fully approved first aid kit and fire extinguisher provided at main location.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<b>G. ADDITIONAL CONCERNS/COMMENTS</b>			
3. Appropriate refuse/trash containers available and used by public.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>				
4. Emergency barricades, orange warning cones, etc. available in case of emergency situation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>				
5. Vendors required to have "standardized" display tables, supports, awnings, and umbrellas approved by the market manager.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>				

Provided by Dirk Duchscherer, InterWest Insurance Services, Inc. [www.iwins.com](http://www.iwins.com).