# Appendix A: Farmers Market Safety Checklist

<table>
<thead>
<tr>
<th>Location</th>
<th>Survey Date</th>
<th>Time</th>
<th>Address</th>
<th>Evaluation by</th>
</tr>
</thead>
</table>

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

## A. ENTRY/EXIT WAYS

<table>
<thead>
<tr>
<th></th>
<th><strong>S</strong></th>
<th><strong>U</strong></th>
<th><strong>NA</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Adequate barriers, orange warning cones, etc. provided to/from market areas.</td>
<td></td>
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<tr>
<td>2.</td>
<td>Pets not allowed in market areas.</td>
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<td>3.</td>
<td>Use of bicycles, skateboards, roller skates, roller blades, in-line skates, etc. prohibited and properly signed in market areas.</td>
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<td>4.</td>
<td>Appropriate &quot;NO SMOKING&quot; and &quot;OPEN FLAME&quot; signage conveniently displayed.</td>
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<tr>
<td>5.</td>
<td>Motor vehicles properly parked so as not obstruct access to fire hydrants, fire lanes, and other emergency vehicle access points.</td>
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</table>

## B. SIDEWALKS

<table>
<thead>
<tr>
<th></th>
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<th><strong>U</strong></th>
<th><strong>NA</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Walking/working areas provided with even surfaces and no potholes.</td>
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<tr>
<td>2.</td>
<td>Changes in elevation and abrupt surface edges provided with warning markings, signage, etc.</td>
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<tr>
<td>3.</td>
<td>Handicap access provided along sidewalks and ramps where necessary.</td>
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</tbody>
</table>

## C. PARKING LOTS

<table>
<thead>
<tr>
<th></th>
<th><strong>S</strong></th>
<th><strong>U</strong></th>
<th><strong>NA</strong></th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Parking stalls provided free of potholes and other obstructions.</td>
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<tr>
<td>2.</td>
<td>Curb bumps/parking blocks properly secured and highlighted.</td>
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<tr>
<td>3.</td>
<td>Speed bumps well identified/marked.</td>
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<tr>
<td>4.</td>
<td>Vendor vehicles such as large trucks, vans, etc. provided with wheel chocks or blocks to help prevent movement.</td>
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</tbody>
</table>

## D. VENDORS EQUIPMENT/SET-UP

<table>
<thead>
<tr>
<th></th>
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<th><strong>U</strong></th>
<th><strong>NA</strong></th>
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<tbody>
<tr>
<td>1.</td>
<td>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.</td>
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<tr>
<td>2.</td>
<td>Fully approved first aid kit and fire extinguisher provided at main location.</td>
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<tr>
<td>3.</td>
<td>Appropriate refuse/trash containers available and used by public.</td>
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<tr>
<td>4.</td>
<td>Emergency barricades, orange warning cones, etc. available in case of emergency situation.</td>
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<td>5.</td>
<td>Vendors required to have &quot;standardized&quot; display tables, supports, awnings, and umbrellas approved by the market manager.</td>
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</table>

## E. MARKET AREAS

<table>
<thead>
<tr>
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<th><strong>U</strong></th>
<th><strong>NA</strong></th>
</tr>
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<tbody>
<tr>
<td>1.</td>
<td>Vegetation, including tree branches, shrubs, etc., kept from obstructing sidewalks, parking lots, common areas.</td>
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<tr>
<td>2.</td>
<td>Lawn sprinklers installed away from common areas to prevent trip and fall hazards.</td>
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<tr>
<td>3.</td>
<td>Leaves, debris, etc. removed from walking surfaces to reduce &quot;trip and fall&quot; hazards.</td>
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<tr>
<td>4.</td>
<td>All parking lots and walkways well-lighted.</td>
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<td>5.</td>
<td>Electrical equipment, including extension cords, wiring, etc., properly rated for outside use.</td>
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<tr>
<td>6.</td>
<td>Electrical outlets equipped with ground fault circuit interrupters to reduce shock hazard.</td>
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<tr>
<td>7.</td>
<td>Tarps, canopies, table legs, etc. properly secured and installed to reduce &quot;trip and fall&quot; hazards and risk of collapse.</td>
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</table>

## F. SPECIAL HAZARDS

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Areas under construction, repair, or modification properly barricaded/fenced with appropriate warning lights and/or flashing beacons.</td>
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<tr>
<td>2.</td>
<td>Customers and employees restricted from fenced/barricaded construction areas.</td>
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</tbody>
</table>

## G. ADDITIONAL CONCERNS/COMMENTS