

OSBIE H.E.L.P. Audit - Board

| |
|-------------------|
| Board Name: |
| Location Address: |
| Conference With: |
| Auditor Name: |
| Date: |

****If not applicable, write n/a in Score Column & adjust Max Score****

PROPERTY CONDITIONS (1-6)

| AUDIT CONDITION | SCORE | MAX SCORE |
|---|-------|-----------|
| 1 a) EMERGENCY RESPONSE PLAN: | | |
| i) Documentation supporting an ERP | | |
| Total 1a (out of 1) | | |
| 1 b) CONTROLLED ACCESS SYSTEM: | | |
| i) Documentation of controlled access program | | |
| Total 1b (out of 1) | | |
| TOTAL (out of 2): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|---|-------|-----------|
| 2) HOT WORK PERMIT SYSTEM: | | |
| a) Documentation supporting proper use of permit system | | |
| TOTAL (out of 1): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|--|-------|-----------|
| 3) MONTHLY FIRE SAFETY INSPECTIONS/NO SMOKING POLICY: | | |
| a) Documentation supporting recorded monthly inspections | | |
| TOTAL (out of 1): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|---|-------|-----------|
| 4) TEMPORARY SHUTDOWN & COLD WEATHER ALERTS: | | |
| a) Documentation supporting Temporary Shutdown Program | | |
| b) Documentation supporting Cold Weather Alert Program | | |
| TOTAL (out of 2): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|---|-------|-----------|
| 5) ELECTRICAL PREVENTIVE MAINTENANCE: | | |
| a) Documentation supporting CSS Program (or equivalent) | | |
| TOTAL (out of 1): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|--|-------|-----------|
| 6) AUTOMATIC FIRE SPRINKLERS: | | |
| a) Documentation supporting sprinkler inspection/maintenance | | |
| TOTAL (out of 1): | | |
| Comments: | | |
| | | |

LIABILITY CONDITIONS (7-12)

| AUDIT CONDITION | SCORE | MAX SCORE |
|--|-------|-----------|
| 7) PLAYGROUND STANDARDS: | | |
| a) Documentation supporting compliance with CSA Z614 Standard | | |
| b) Board policy requiring new equipment to meet current standard | | |
| TOTAL (out of 2): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|--|-------|-----------|
| 8) WINTER MAINTENANCE: | | |
| a) Documentation supporting salting/sanding & snow removal | | |
| b) Roof ice/snow removal program | | |
| TOTAL (out of 2): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|--|-------|-----------|
| 9) DESIGN TECHNOLOGY PROGRAMS: | | |
| a) Documentation supporting inspection program | | |
| b) Documentation supporting safety program | | |
| TOTAL (out of 2): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|--|-------|-----------|
| 10) GYMNASIUM FACILITY & EQUIPMENT: | | |
| a) Documentation supporting a Gymnasium Facility inspection program (Ophea or equivalent) | | |
| b) Documentation supporting a Gymnasium Equipment inspection program (Ophea or equivalent) | | |
| c) AED documented inspection and maintenance program | | |
| d) Documentation supporting a sports injury protocol with a "return to learn/play" procedure including a provision for concussions | | |
| TOTAL (out of 4): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|---|-------|-----------|
| 11) OUTDOOR PREMISE & EQUIPMENT MAINTENANCE: | | |
| a) Documentation supporting an outdoor premise & equipment inspection program | | |
| TOTAL (out of 1): | | |
| Comments: | | |
| | | |

| AUDIT CONDITION | SCORE | MAX SCORE |
|--|-------|-----------|
| 12) SCIENCE LABS | | |
| a) Documentation supporting a science department safety procedure (STAO or equivalent) | | |
| b) Documentation supporting a banned dangerous chemicals list OR allowed list | | |
| TOTAL (out of 2): | | |
| Comments: | | |