

# 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.***