

Warehouse Daily Checklist

Inspectors Name: _____

Date: _____

MORNING CHECKLIST

Damages surface: No Issues

Floors: __
Walls: __
Doors: __
Ceiling: __
Locations: _____

Racks: No Issues

Unsafe Conditions: __
Product Stacked Incorrectly: __
Product Falling: __
Damages Product __
Damages rack: __
Locations: _____

Lighting: No Issues

Aisles: __
Loading Docks: __
Offices: __
Workstations: __
Locations: _____

Obstructions: No Issues

Aisles: __
Loading Docks: __
Offices: __
Workstations: __
Exits: __
Locations: _____

Cleanliness: No Issues

Trash: __
Spills: __
Dirty Floors: __
Locations: _____

Equipment Checklist: No Issues

Missing Order Pick/ Pallet Jack Check:

AFTERNOON CHECKLIST

Damages surface: No Issues

Floors: __
Walls: __
Doors: __
Ceiling: __
Locations: _____

Racks: No Issues

Unsafe Conditions: __
Product Stacked Incorrectly: __
Product Falling: __
Damages Product __
Damages rack: __
Locations: _____

Lighting: No Issues

Aisles: __
Loading Docks: __
Offices: __
Workstations: __
Locations: _____

Obstructions: No Issues

Aisles: __
Loading Docks: __
Offices: __
Workstations: __
Exits: __
Locations: _____

Cleanliness: No Issues

Trash: __
Spills: __
Dirty Floors: __
Locations: _____

Equipment Checklist: No Issues

Missing Order Pick/ Pallet Jack Check:

