

Home Office Safety Checklist

Item	Check	Notes
Work area is free of clutter and trip hazards	<input type="checkbox"/>	
Electrical cords are intact and secured	<input type="checkbox"/>	
Smoke detector is present and functioning	<input type="checkbox"/>	
Ergonomic desk and chair setup	<input type="checkbox"/>	
Fire extinguisher available nearby	<input type="checkbox"/>	
Adequate lighting in workspace	<input type="checkbox"/>	
Emergency contact information accessible	<input type="checkbox"/>	
First aid kit available	<input type="checkbox"/>	
Pathways and exits are clear	<input type="checkbox"/>	
Monitor positioned at eye level	<input type="checkbox"/>	