

FREE MANUFACTURING WAREHOUSE TEMPLATE

Warehouse Storage Inspection Checklist

Use this 60-point checklist to inspect warehouse zoning, aisles, racks, pallets, stacking, inventory status, hazardous materials, fire access, forklift interfaces, environmental protection, damaged stock, corrective action, and sign-off.

Facility / warehouse

Inspection date

Zone / aisle

Inspector / reviewer

Internal manufacturing template. Apply current warehouse procedures, rack and pallet requirements, fire and emergency-access rules, hazardous-material controls, equipment instructions, and applicable OSHA requirements as controlling references.

1. Warehouse inspection scope, zoning, ownership, and storage controls

1 Confirm the warehouse inspection scope identifies the building, zones, racks, floor-storage areas, staging areas, restricted locations, and responsible owners. CRITICAL WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Begin with the warehouse map and inventory status. Confirm the areas, storage systems, material categories, responsible owners, and high-risk...

2 Verify receiving, released, quarantine, rejected, returned, hazardous, temperature-controlled, high-value, and other required storage zones are clearly defined. CRITICAL WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Begin with the warehouse map and inventory status. Confirm the areas, storage systems, material categories, responsible owners, and high-risk...

3 Confirm warehouse procedures define storage limits, rack rules, stacking methods, aisle controls, housekeeping expectations, and escalation requirements. WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Begin with the warehouse map and inventory status. Confirm the areas, storage systems, material categories, responsible owners, and high-risk...

4 Verify current inventory records identify material or product, quantity, lot or batch where required, status, and assigned storage location. CRITICAL WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Begin with the warehouse map and inventory status. Confirm the areas, storage systems, material categories, responsible owners, and high-risk...

5 Confirm inspection frequency and responsibility are defined for racks, pallets, aisles, fire access, housekeeping, damaged stock, and other critical warehouse conditions. WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Begin with the warehouse map and inventory status. Confirm the areas, storage systems, material categories, responsible owners, and high-risk...

6 Review previous inspection findings, warehouse incidents, damaged stock, rack impacts, inventory discrepancies, fire or spill concerns, and open corrective actions. WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Begin with the warehouse map and inventory status. Confirm the areas, storage systems, material categories, responsible owners, and high-risk...

2. Aisles, passageways, exits, access routes, and housekeeping

7 Confirm aisles and passageways used by employees or mechanical handling equipment are clear, unobstructed, and maintained in good condition. **CRITICAL** WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk every main and secondary aisle. Storage areas should remain clear enough for safe employee and equipment movement, emergency access,...

8 Verify permanent aisles, pedestrian routes, crossings, staging limits, and restricted zones are appropriately identified where required by the site. WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk every main and secondary aisle. Storage areas should remain clear enough for safe employee and equipment movement, emergency access,...

9 Check stored goods, pallets, waste, equipment, or temporary staging do not obstruct exits, exit routes, doors, stairs, emergency access, or evacuation paths. **CRITICAL** WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk every main and secondary aisle. Storage areas should remain clear enough for safe employee and equipment movement, emergency access,...

10 Confirm floor surfaces are free from significant spills, debris, broken pallets, loose wrapping, protrusions, potholes, or other trip and handling hazards. **CRITICAL** WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk every main and secondary aisle. Storage areas should remain clear enough for safe employee and equipment movement, emergency access,...

11 Verify housekeeping prevents accumulations that could create tripping, fire, explosion, pest-harborage, or contamination hazards. **CRITICAL** WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk every main and secondary aisle. Storage areas should remain clear enough for safe employee and equipment movement, emergency access,...

12 Confirm temporary overflow storage is controlled so it does not narrow critical travel routes, conceal hazards, or become permanent uncontrolled storage. WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Walk every main and secondary aisle. Storage areas should remain clear enough for safe employee and equipment movement, emergency access,...

3. Racking, shelving, mezzanines, guards, load ratings, and structural condition

13

Inspect racks, shelving, mezzanines, cantilever systems, bins, cages, and other storage structures for visible damage, corrosion, distortion, missing components, or instability.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Inspect rack uprights, beams, anchors, connectors, guards, and load signage closely. Fresh impact damage or distortion should be controlled before...

14

Verify rack load-capacity or configuration information is available where required by the site's storage system and loads do not visibly exceed approved limits.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Inspect rack uprights, beams, anchors, connectors, guards, and load signage closely. Fresh impact damage or distortion should be controlled before...

15

Confirm upright protectors, end-of-aisle guards, column protection, barriers, or other impact controls are present and serviceable where required by the warehouse design.

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Inspect rack uprights, beams, anchors, connectors, guards, and load signage closely. Fresh impact damage or distortion should be controlled before...

16

Check beams, connectors, locks, anchors, braces, shelves, mesh decks, backstops, and other structural components are properly seated and not visibly compromised.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Inspect rack uprights, beams, anchors, connectors, guards, and load signage closely. Fresh impact damage or distortion should be controlled before...

17

Verify unauthorized rack modifications, makeshift repairs, removed braces, improvised shelving, or unapproved configuration changes are not in use.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Inspect rack uprights, beams, anchors, connectors, guards, and load signage closely. Fresh impact damage or distortion should be controlled before...

18

Confirm damaged or suspect rack bays are unloaded, isolated, restricted, or otherwise controlled until inspected and released by an authorized person.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Inspect rack uprights, beams, anchors, connectors, guards, and load signage closely. Fresh impact damage or distortion should be controlled before...

4. Pallets, stacking, load stability, wrapping, and falling-material prevention

19

Confirm pallets, stillages, crates, bins, containers, drums, reels, and other load carriers are suitable for the stored load and free from significant damage.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Storage in tiers should remain stable and secure against sliding or collapse. Inspect the pallet, load pattern, restraint, height, overhang, and...

20

Verify materials stored in tiers are stacked, blocked, interlocked, restrained, or limited in height so they remain stable and secure against sliding or collapse.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Storage in tiers should remain stable and secure against sliding or collapse. Inspect the pallet, load pattern, restraint, height, overhang, and...

21

Check pallet loads are centered, stable, adequately wrapped or restrained, and free from dangerous overhang, leaning, crushed cartons, or shifted product.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Storage in tiers should remain stable and secure against sliding or collapse. Inspect the pallet, load pattern, restraint, height, overhang, and...

22

Confirm heavy, dense, unstable, or awkward loads are stored at suitable heights and locations to reduce falling-object and handling risk.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Storage in tiers should remain stable and secure against sliding or collapse. Inspect the pallet, load pattern, restraint, height, overhang, and...

23

Verify drums, reels, cylinders, pipes, rolls, long materials, or other specially shaped items are chocked, restrained, racked, or otherwise secured using the approved method.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Storage in tiers should remain stable and secure against sliding or collapse. Inspect the pallet, load pattern, restraint, height, overhang, and...

24

Confirm damaged, unstable, leaning, or partially collapsed loads are isolated and corrected before employees work below or handling equipment moves them.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Storage in tiers should remain stable and secure against sliding or collapse. Inspect the pallet, load pattern, restraint, height, overhang, and...

5. Material identity, location accuracy, status segregation, and inventory control

25

Confirm stored materials or products are clearly identified using the approved material code, description, pallet or container ID, and lot or batch information where required.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Select sample locations in both directions: system-to-floor and floor-to-system. Material, status, quantity, and location should agree without...

26

Verify released, quarantine, rejected, returned, rework, expired, and other restricted statuses are clearly distinguishable physically and electronically.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Select sample locations in both directions: system-to-floor and floor-to-system. Material, status, quantity, and location should agree without...

27

Confirm system location, physical location, material identity, quantity, and status agree for sampled warehouse inventory.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Select sample locations in both directions: system-to-floor and floor-to-system. Material, status, quantity, and location should agree without...

28

Check unidentified stock, mixed lots, mixed statuses, orphan pallets, duplicate labels, or material in the wrong location is segregated and investigated.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Select sample locations in both directions: system-to-floor and floor-to-system. Material, status, quantity, and location should agree without...

29

Verify blocked or restricted inventory cannot be allocated, picked, or issued as unrestricted stock through normal warehouse processes.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Select sample locations in both directions: system-to-floor and floor-to-system. Material, status, quantity, and location should agree without...

30

Review recurring inventory discrepancies, wrong-location storage, status errors, lost pallets, and repeated picking issues for systemic corrective action.

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Select sample locations in both directions: system-to-floor and floor-to-system. Material, status, quantity, and location should agree without...

6. Hazardous materials, labels, SDS access, compatibility, and spill controls

31

Confirm hazardous chemical containers retain required labels or approved workplace labeling and labels remain legible during storage.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Apply these checks where hazardous chemicals are stored. OSHA's Hazard Communication requirements make labels, safety data sheets, and...

32

Verify safety data sheets are readily accessible to employees during their work shift for hazardous chemicals present in the warehouse.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Apply these checks where hazardous chemicals are stored. OSHA's Hazard Communication requirements make labels, safety data sheets, and...

33

Check incompatible chemicals or hazardous-material classes are segregated according to applicable requirements, SDS information, and site compatibility rules.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Apply these checks where hazardous chemicals are stored. OSHA's Hazard Communication requirements make labels, safety data sheets, and...

34

Confirm spill pallets, bunding, secondary containment, drain protection, closures, or other containment controls are provided where required.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Apply these checks where hazardous chemicals are stored. OSHA's Hazard Communication requirements make labels, safety data sheets, and...

35

Verify leaking, bulging, damaged, corroded, unidentified, or otherwise unsafe chemical containers are isolated and handled through the approved response process.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Apply these checks where hazardous chemicals are stored. OSHA's Hazard Communication requirements make labels, safety data sheets, and...

36

Confirm employees responsible for hazardous-material storage understand labels, SDS access, required PPE, spill response, incompatibility controls, and escalation procedures.

CRITICAL

WAREHOUSE

C

PC

NC

NA

Execution tip: Apply these checks where hazardous chemicals are stored. OSHA's Hazard Communication requirements make labels, safety data sheets, and...

7. Fire protection access, electrical clearance, emergency equipment, and restricted storage areas

37

Confirm portable fire extinguishers, hose stations, alarm points, fire doors, emergency equipment, and other required fire-protection features remain accessible and unobstructed.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Storage should never make emergency equipment difficult to reach. Inspect around fire protection, exits, electrical equipment, eyewash stations,...

38

Verify storage does not block electrical panels, disconnects, controls, emergency shutoffs, or required access for inspection and service.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Storage should never make emergency equipment difficult to reach. Inspect around fire protection, exits, electrical equipment, eyewash stations,...

39

Check materials are not stored in prohibited areas such as exit routes, stairways, access doors, or other locations restricted by the site's safety or fire-protection rules.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Storage should never make emergency equipment difficult to reach. Inspect around fire protection, exits, electrical equipment, eyewash stations,...

40

Confirm sprinkler heads, detectors, smoke or heat devices, vents, and fire-protection infrastructure are not obstructed by unauthorized storage or building alterations.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Storage should never make emergency equipment difficult to reach. Inspect around fire protection, exits, electrical equipment, eyewash stations,...

41

Verify flammable, combustible, compressed-gas, battery, aerosol, or other special-hazard storage areas follow the site's applicable storage and fire-control requirements.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Storage should never make emergency equipment difficult to reach. Inspect around fire protection, exits, electrical equipment, eyewash stations,...

42

Confirm emergency signage, restricted-area markings, contact information, and response instructions are visible and current where required.

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Storage should never make emergency equipment difficult to reach. Inspect around fire protection, exits, electrical equipment, eyewash stations,...

8. Forklift interaction, dock interfaces, parking, charging, and warehouse traffic

43

Confirm powered industrial truck routes, turning areas, doorways, intersections, and storage aisles provide adequate clearance for normal operation.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Observe the warehouse during normal movement. Storage design and forklift behavior should work together so loads, racks, pedestrians, doors, and...

44

Verify only trained and evaluated operators use powered industrial trucks covered by the site's program.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Observe the warehouse during normal movement. Storage design and forklift behavior should work together so loads, racks, pedestrians, doors, and...

45

Confirm powered industrial trucks are examined before being placed in service and unsafe vehicles are removed from service according to the site's required inspection process.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Observe the warehouse during normal movement. Storage design and forklift behavior should work together so loads, racks, pedestrians, doors, and...

46

Check forklifts, pallet trucks, trailers, carts, and material-handling equipment are parked or staged so they do not obstruct aisles, exits, fire equipment, or emergency access.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Observe the warehouse during normal movement. Storage design and forklift behavior should work together so loads, racks, pedestrians, doors, and...

47

Verify charging, fueling, battery exchange, LPG cylinder, or other powered-truck service areas are controlled and separated from general storage as required by the site.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Observe the warehouse during normal movement. Storage design and forklift behavior should work together so loads, racks, pedestrians, doors, and...

48

Review rack impacts, pallet strikes, pedestrian near misses, dock incidents, load drops, and repeated traffic conflicts for corrective action.

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Observe the warehouse during normal movement. Storage design and forklift behavior should work together so loads, racks, pedestrians, doors, and...

9. Environmental protection, pests, moisture, damage, cleanliness, and product integrity

49

Inspect stored goods and packaging for water damage, leaks, condensation, corrosion, mold, dirt, dust, pests, foreign material, odor, or other signs of deterioration.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: A warehouse can be structurally safe but still damage stock. Inspect for moisture, pests, dust, leaks, temperature concerns, sunlight, contamination,...

50

Confirm roof, wall, pipe, door, drain, HVAC, refrigeration, or plumbing leaks are controlled and affected stock is identified and protected.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: A warehouse can be structurally safe but still damage stock. Inspect for moisture, pests, dust, leaks, temperature concerns, sunlight, contamination,...

51

Verify temperature, humidity, ventilation, light, dust, or other environmental requirements are maintained where specified for stored material or product.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: A warehouse can be structurally safe but still damage stock. Inspect for moisture, pests, dust, leaks, temperature concerns, sunlight, contamination,...

52

Check pest-control monitoring, inspections, bait or trap locations, and corrective actions adequately cover warehouse storage zones where pest risk is relevant.

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: A warehouse can be structurally safe but still damage stock. Inspect for moisture, pests, dust, leaks, temperature concerns, sunlight, contamination,...

53

Confirm damaged packaging, broken cartons, torn bags, leaking containers, crushed product, or contaminated stock is segregated and assessed before use or shipment.

CRITICAL

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: A warehouse can be structurally safe but still damage stock. Inspect for moisture, pests, dust, leaks, temperature concerns, sunlight, contamination,...

54

Verify cleaning chemicals, maintenance items, waste, personal belongings, and unrelated materials are stored so they do not contaminate or damage warehouse stock.

WAREHOUSE

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: A warehouse can be structurally safe but still damage stock. Inspect for moisture, pests, dust, leaks, temperature concerns, sunlight, contamination,...

10. Inspection findings, corrective action, verification, records, and management sign-off

55

Document every warehouse storage finding with zone or location, affected material, risk, evidence, immediate containment, and responsible owner where required.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Close warehouse findings only when the physical condition and the process that allowed it are both corrected. Trend repeat issues by zone, rack,...

56

Assign each open warehouse finding to a named owner with priority, due date, interim control, required evidence, and escalation route.

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Close warehouse findings only when the physical condition and the process that allowed it are both corrected. Trend repeat issues by zone, rack,...

57

For critical collapse, fire-access, chemical, blocked-exit, rack, or inventory-status risks, verify the area or affected stock is isolated or controlled before normal activity continues.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
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Execution tip: Close warehouse findings only when the physical condition and the process that allowed it are both corrected. Trend repeat issues by zone, rack,...

58

Confirm corrective actions address underlying causes such as layout, rack damage, storage capacity, pallet quality, housekeeping, training, traffic, labeling, system controls, or maintenance.

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Close warehouse findings only when the physical condition and the process that allowed it are both corrected. Trend repeat issues by zone, rack,...

59

Verify effectiveness through repeat physical inspection, inventory checks, incident trends, rack reviews, housekeeping checks, or other objective evidence.

CRITICAL

WAREHOUSE

Inspection item	Current status	Owner	Evidence	Action
-----------------	----------------	-------	----------	--------

Execution tip: Close warehouse findings only when the physical condition and the process that allowed it are both corrected. Trend repeat issues by zone, rack,...

60

Record final inspection status, unresolved critical warehouse risks, affected stock, follow-up actions, next inspection date, inspector, warehouse owner, EHS or quality reviewer, date, and management approval.

CRITICAL

WAREHOUSE

FINAL STATUS | Enter

WAREHOUSE OWNER | Enter

EHS / QUALITY APPROVAL | Enter

Execution tip: Close warehouse findings only when the physical condition and the process that allowed it are both corrected. Trend repeat issues by zone, rack,...