

## 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
<b>1 a) EMERGENCY RESPONSE PLAN:</b>		
i) Documentation supporting an ERP		
<b>Total 1a (out of 1)</b>		
<b>1 b) CONTROLLED ACCESS SYSTEM:</b>		
i) Documentation of controlled access program		
<b>Total 1b (out of 1)</b>		
<b>TOTAL (out of 2):</b>		
<b>Comments:</b>		

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

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

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

AUDIT CONDITION	SCORE	MAX SCORE
<b>5) ELECTRICAL PREVENTIVE MAINTENANCE:</b>		
a) Documentation supporting CSS Program (or equivalent)		
<b>TOTAL (out of 1):</b>		
<b>Comments:</b>		

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

**LIABILITY CONDITIONS (7-12)**

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

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

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

AUDIT CONDITION	SCORE	MAX SCORE
<b>10) GYMNASIUM FACILITY &amp; EQUIPMENT:</b>		
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		
<b>TOTAL (out of 4):</b>		
<b>Comments:</b>		

AUDIT CONDITION	SCORE	MAX SCORE
<b>11) OUTDOOR PREMISE &amp; EQUIPMENT MAINTENANCE:</b>		
a) Documentation supporting an outdoor premise & equipment inspection program		
<b>TOTAL (out of 1):</b>		
<b>Comments:</b>		

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