



Annual fertilizer storage building

Sample checklist

The following information may be collected and verified for each fertilizer storage building on the property and stored in a centralized location.

Designation / name of structure _____

Date of construction _____

Date of last re-roof _____

Vendors

General contractor _____
Purchase agreement _____
Concrete engineer _____
Concrete contractor _____
Building erector _____
Geotechnical firm _____
Equipment installation contractor _____

Plans

Foundation plans _____
Building plans _____
Warehouse diagram _____
Bunker capacities _____
Commodity types _____

Equipment

Flow diagram _____
Equipment list _____
Equipment age _____
Equipment capacities _____

Operations

Structure erector / designer operational manual _____
Written fill procedures _____
Written emptying procedures _____
Written maintenance procedures _____
Written lock-out-tag-out procedures _____

Inspections

Photo documentation building during construction _____
Photo documentation of last significant remodel _____
Date of last inspection _____
Previous inspection report _____

Maintenance

Record of past maintenance _____
Dates _____
Activities _____
Contractors involved _____
Photos _____

Site training

Site plan map and evacuation route clearly posted _____
Topic of last site training _____
Number of previously trained employees still at location _____

Annual inspection when empty

The following information may be collected and verified for each fertilizer storage building on the property annually at a time when the building is empty.

Designated/name of structure _____

Date of inspection _____

Roof outside Straight and uniform in appearance _____
No areas of sagging, deformation, or movement _____
Roof covering in good condition _____

Roof inside No indications of past structural repairs _____
No visible wood rot and/or deterioration _____
No missing or damaged framing members _____
No significant rusting of steel splice/connection plates _____

Exterior walls Straight, plumb and uniform in appearance _____
No visible indications of past movement or cracking _____

Interior walls Straight, plumb and uniform in appearance _____
No visible indications of past movement or cracking _____
Bulkhead door hangers, catches and latches in good condition _____
Bracing rods in place _____
Bracing rods properly tensioned _____
Product not able to flow into void area between framing members _____

Anchorage Anchor bolts in place _____
No visible indications of past movement _____
No significant rusting and/or deterioration _____
No visible indications of impact damage _____

Foundation No visible indications of past movement _____
No significant cracking or deterioration _____
No visible reinforcing steel _____
No visible indications of impact damage _____
Grade positively drains water down and away from foundation _____

Interior columns No visible indications of past movement or bowing _____
No visible indications of impact damage _____

Equipment Guarding in place _____
Hazard monitoring equipment in place _____
Hazard monitoring equipment operational _____
No hammer damage to spouting and/or hoppers _____
Greasing of rotating parts complete _____
No rusting at base of leg boot _____
Guy cables adequately adjusted _____

Catwalks/ladders Handrails in good structural condition _____
Ladder cages and landings as needed _____
Walk surfaces free of debris _____
No excessive rusting and/or deterioration _____
Swing gates and applicable safety guarding _____

Loadout structures Handrails and guarding in place _____
Anchorage free of significant rusting or deterioration _____
Free of accumulated/spilled product _____
No significant localized rusting of framing members _____

Receiving structures Handrails and guarding in place _____
Anchorage free of significant rusting or deterioration _____
Free of accumulated/spilled product _____
Free to raise/fall with water level (if applicable) _____

Operations Product bins are not being overfilled _____

Greasing and lubrication Update and review written greasing and lubrication plan to assure it is appropriate and being adequately implemented _____
Where bearings require sufficient greasing to cause grease to be expelled from the bearing assembly assure that all expelled grease is cleaned away to prevent build-up near rotating components _____

Fall protection (if applicable) Fall protection structure is sound _____
Fall protection anchorage inspections are current _____

Miscellaneous

Annual inspection when full

The following information should be collected and verified for each fertilizer storage building on the property annually after they have been filled as a follow-up to the inspection when empty.

Designated/name of structure _____

Date of inspection _____

Foundation movement The foundation and any foundation cracking or movement that may have been present prior to filling look generally the same after filling with product

Visible indications of differential settlement (tipping or leaning) are not observed

Building walls and openings No visible indications of new cracking or widening of existing cracking

No visible wall bulging or deformation _____

Equipment operation All previously tested equipment operates functions as desired after loading

Roof Check the roof for leaks _____

Housekeeping Verify that grain is not actively leaking from the structure _____
Verify that grain is not actively leaking from grain handling equipment

Falls protection (if applicable) Fall protection structure is sound _____
Fall protection lanyard and harness inspections are current



For assistance with risk management services or safety resources, contact us at RMSolutions@nationwide.com or 1-800-260-1356.