



Are you ready for when the L&I Inspector knocks at your door?

The Retail Services team have been seeing a recent increase in L&I visits to stores. These audits can be triggered for a number of reasons, such as a complaint coming from an employee (current or former), a customer, or following a major accident at your store location. Audits often lead to citations which include fines, an expense most businesses don't budget for.

If you get a visit from L&I, their inspector will expect you to provide several items in a timely manner:

- Accident Prevention Program
- Safety Meeting Minutes for the last 12 months
- Training records (First Aid, Forklift, specific tool operation, etc.)
- Accident Investigations

Inspectors will request other documents relevant to the complaint as well, which might include your Job Hazard Analysis, Hazardous Chemical Plan, Shop Safety Walks checklists, first-aid cards as required for relevant positions, etc.

When an inspector begins their review and verifies you have these items in place, the rest of the visit usually goes much smoother. If these are not readily available, the inspection might broaden to include other topics, which may result in additional citations and fines.

Here is a [checklist](#) template that can assist you with what items you should ensure are in place.

If you want help with this preparation, check out our [free Safety Ambassador Program](#), where we can help you get back up to speed on safety, Return to Work, and employment standard programs.

