

NSCA'S SAFETY CHECKLIST

FOR EXERCISE FACILITY AND EQUIPMENT MAINTENANCE

EXERCISE FACILITY

FLOOR

- Inspected and cleaned daily
- Wooden flooring free of splinters, holes, protruding nails, and loose screws
- Tile flooring resistant to slipping; no moisture or chalk accumulation
- Rubber flooring free of cuts, slits, and large gaps between pieces
- Interlocking mats secure and arranged with no protruding tabs
- Nonabsorbent carpet free of tears; wear areas protected by throw mats
- Area swept and vacuumed or mopped on a regular basis
- Flooring glued or fastened down properly

WALLS

- Wall surfaces cleaned two or three times a week (or more often if needed)
- Walls in high-activity areas free of protruding appliances, equipment, or wall hangings
- Mirrors and shelves securely fixed to walls
- Mirrors and windows cleaned regularly (especially in high-activity areas, such as around drinking fountains and in doorways)
- Mirrors placed a minimum of 20 inches [51 cm] off the floor in all areas
- Mirrors not cracked or distorted (replace immediately if damaged)

CEILING

- All ceiling fixtures and attachments dusted regularly
- Ceiling tile kept clean
- Damaged or missing ceiling tile replaced as needed
- Open ceilings with exposed pipes and ducts cleaned as needed

EXERCISE EQUIPMENT

STRETCHING AND BODY WEIGHT EXERCISE AREA

- Mat area free of weight benches and equipment
- Mats and bench upholstery free of cracks and tears
- No large gaps between stretching mats
- Area swept and disinfected daily
- Equipment properly stored after use
- Elastic cords secured to base with safety knot and checked for wear
- Surfaces that contact skin treated with antifungal and antibacterial agents daily
- Nonslip material on the top surface and bottom or base of plyometric boxes
- Ceiling height sufficient for overhead exercises (12 feet [3.7 m] minimum) and free of low-hanging apparatus (beams, pipes, lighting, signs, and so on)

RESISTANCE TRAINING MACHINE AREA

- Easy access to each station (a minimum of 2 feet [61 cm] between machines; 3 feet [91 cm] is optimal)
- Area free of loose bolts, screws, cables, and chains
- Proper selectorized pins used
- Securing straps functional
- Parts and surfaces properly lubricated and cleaned
- Protective padding free of cracks and tears
- Surfaces that contact skin treated with antifungal and antibacterial agents daily
- No protruding screws or parts that need tightening or removal
- Belts, chains, and cables aligned with machine parts
- No worn parts (frayed cable, loose chains, worn bolts, cracked joints, and so on)

RESISTANCE TRAINING FREE WEIGHT AREA

- Easy access to each bench or area (a minimum of 2 feet [61 cm] between machines; 3 feet [91 cm] is optimal)
- Olympic bars properly spaced (3 feet [91 cm]) between ends
- All equipment returned after use to avoid obstruction of pathway
- Safety equipment (belts, collars, safety bars) used and returned
- Protective padding free of cracks and tears

- Surfaces that contact skin treated with antifungal and antibacterial agents daily
- Securing bolts and apparatus parts (collars, curl bars) tightly fastened
- Nonslip mats on squat rack floor area
- Olympic bars turn properly and are properly lubricated and tightened
- Benches, weight racks, standards, and the like secured to the floor or wall
- Nonfunctional or broken equipment removed from area or locked out of service
- Ceiling height sufficient for overhead exercises (12 feet [3.7 m] minimum) and free of low-hanging apparatus (beams, pipes, lighting, signs, and so on)

WEIGHTLIFTING AREA

- Olympic bars properly spaced (3 feet [91 cm]) between ends
- All equipment returned after use to avoid obstruction of lifting area
- Olympic bars rotate properly and are properly lubricated and tightened
- Bent Olympic bars replaced; knurling clear of debris
- Collars functioning
- Sufficient chalk available
- Wrist straps, belts, and knee wraps available, functioning, and stored properly
- Benches, chairs, boxes kept at a distance from lifting area
- No gaps, cuts, slits, splinters in mats
- Area properly swept and mopped to remove splinters and chalk
- Ceiling height sufficient for overhead exercises (12 feet [3.7 m] minimum) and free of low-hanging apparatus (beams, pipes, lighting, signs, and so on)

AEROBIC EXERCISE AREA

- Easy access to each station (minimum of 2 feet [61 cm] between machines; 3 feet [91 cm] is optimal)
- Bolts and screws tight
- Functioning parts easily adjustable
- Parts and surfaces properly lubricated and cleaned
- Foot and body straps secure and not ripped
- Measurement devices for tension, time, and revolutions per minute properly functioning
- Surfaces that contact skin treated with antifungal and antibacterial agents daily

FREQUENCY OF MAINTENANCE AND CLEANING TASKS

DAILY

- Inspect all flooring for damage or wear
- Clean (sweep, vacuum, or mop and disinfect) all flooring
- Clean and disinfect upholstery
- Clean and disinfect drinking fountain
- Inspect fixed equipment's connection with floor
- Clean and disinfect equipment surfaces that contact skin
- Clean mirrors
- Clean windows
- Inspect mirrors for damage
- Inspect all equipment for damage; wear; loose or protruding belts, screws, cables, or chains; insecure or nonfunctioning foot and body straps; improper functioning or improper use of attachments, pins, or other devices
- Clean and lubricate moving parts of equipment
- Inspect all protective padding for cracks and tears
- Inspect nonslip material and mats for proper placement, damage, and wear
- Remove trash and garbage
- Clean light covers, fans, air vents, clocks, and speakers
- Ensure that equipment is returned and stored properly after use

TWO OR THREE TIMES PER WEEK

- Clean and lubricate aerobic machines and the guide rods on selectorized resistance training machines

ONCE PER WEEK

- Clean (dust) ceiling fixtures and attachments
- Clean ceiling tile

AS NEEDED

- Replace light bulbs
- Clean walls
- Replace damaged or missing ceiling tiles
- Clean open ceilings with exposed pipes or ducts
- Remove (or place sign on) broken equipment
- Fill chalk boxes
- Clean bar knurling
- Clean rust from floor, plates, bars, and equipment with a rust-removing solution

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