



OSHA Inspection

Project Number:
 Project Name:
 Project Address:
 City / State / ZIP:
 Project Contact:
 Notes:

Report Date:
 Completed By:
 Completed By Email:
 Customer Name:
 Customer Address:
 City / State / ZIP:
 Customer Contact:

Time Schedule of Inspection

#	Item/Questions	Comments
1.	Inspector arrived	
2.	Opening conference began	
3.	Opening conference ended	
4.	Inspection began	
5.	Inspection ended	
6.	Closing conference began	
7.	Closing conference ended	

Inspection Details

#	Item/Questions	Comments
1.	Who did the Inspector first contact when arriving at the jobsite?	
2.	Who was present at the opening conference?	
3.	Did the Inspector ask any other company's personnel to be present at the opening conference?	
4.	What was the purpose of the visit as explained by the Inspector?	
5.	Was there a complaint? (If yes, please provide complaint details.)	
6.	If there was a complaint, were you given a copy of it?	
7.	Did the Inspector make any comments during the walk around? If so, briefly list them.	
8.	Was any portion of the job shut down? If so, write down exact locations and for how long.	
9.	Who was present at the closing conference?	



Best Drywall Contractors

Project Name:

Form #:

Form Date:

Acknowledgement

SIGNATURE NAME

SIGNATURE

**SIGNATURE
DATE/TIME**

SIGNATURE NOTE