



Pre-Audit Questionnaire

Company name:

Name:

Title:

Phone:

Email:

Please submit the following documents to PEI

1. a copy of your company's written Corporate Safety Policy. Indicate the last review/revision date of the document.
2. your company's OSHA 300A forms for the previous 5 years.
3. a basic description/floor plan as well as photographs of your company's facilities.
4. a summary for all safety training performed in the past year. List training topics, dates, and who attended.
5. a chemical inventory sheet from your Hazard Communication Program. Indicate the last review/revision date of the document.

Please answer the following questions. A separate sheet may be used, if necessary.

1. has your company been inspected by state or federal OSHA in the past year? _____
Previous 5 years? If so, please describe the outcome of each inspection.
2. what is your recordable injury and illness rate for the previous calendar year? _____
Previous 5 years? _____ If known, what is your current Experience Modification
Rating? _____
3. do any of your current clients require you to participate in any safety related events,
training, orientations or certifications? If so, please describe.