

“BALL FIELD MAINTENANCE AND SAFETY”

SAMPLE SAFETY AND MAINTENANCE CHECKLIST

SITE _____ INSPECTOR _____

DATE OF INSPECTION _____

The frequency of inspection for each area will depend on how intense the baseball or football facility is used. Increased use of the facility will require increased inspection and maintenance. Items with an asterisk (*) indicate priority for safety improvement. Items with double asterisks (**) are dangerous and require immediate attention. The safety checklist can also be used to develop a routine maintenance schedule.

Check each box “no” if repairs are not necessary. When repairs are needed, write a comment about each problem area and note the scheduled and actual repair date.

SKINNED AREAS

REPAIR DATE

- | Yes | No | | <u>REPAIR DATE</u> |
|--------------------------|--------------------------|--|--------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. The soil is too loose to provide good running traction. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 2. The soil surface is not loose enough around sliding zones for safe sliding. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 3. The soil is too abrasive for safe sliding. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. The soil is too compacted to provide good drainage. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 5. Running paths and sliding zones near bases have become worn and need to be leveled off. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 6. Batter’s box and home plate areas have become worn and need to be reconditioned. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 7. Pitcher’s mound has become worn and needs to be reconditioned. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 8. The skinned area has low spots, holes, or is not level and should be dragged/re-graded. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 9. There is a hazardous soil buildup (lip) between the skinned area and the turf. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. The skinned area has unsafe wet spots and/or puddles. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. When moist, the skinned area is too sticky and adheres to shoes. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 12. Coach’s box is not level with surrounding area. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 13. Coach’s box is excessively hard. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 14. On-deck or walkway from dugout is excessively hard and compacted. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** 15. Unsafe obstacles such as hard gravel and framing boards exist in on-deck or walkway areas from dugouts. | _____ |

COMMENTS _____

PITCHER’S MOUND

REPAIR DATE

- | Yes | No | | <u>REPAIR DATE</u> |
|--------------------------|--------------------------|---|--------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | * 1. The mound does not conform to league requirements. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Platform area behind the rubber is not large enough. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. “Push off” and “landing” areas are not constructed with specialized clay. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 4. “Push-off” and “landing” areas are dished out and need repair. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 5. There is a hazardous soil buildup (lip) between the mound and the infield grass. | _____ |

COMMENTS _____

PLAYING SURFACE

REPAIR DATE

Yes No

- | | | | | |
|--------------------------|--------------------------|----|--|-------|
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 1. Maintenance equipment such as rakes, hoses, etc. have been left on the field. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 2. Litter and unsafe debris is scattered around the field and player/spectator areas. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | | 3. The supply and location of waste cans is inadequate. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 4. Sprinkler heads, drainage grates, valve boxes, etc. in the field are above grade or have sharp edges or unsafe protrusions. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 5. There have been recurring accidents from players running into surrounding objects such as fencing, light posts, bleachers, etc. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 6. Our facility does not comply with industry recommended field design specifications. | _____ |

COMMENTS _____

BASES AND ANCHORING

REPAIR DATE

Yes No

- | | | | | |
|--------------------------|--------------------------|----|--|-------|
| <input type="checkbox"/> | <input type="checkbox"/> | * | 1. The base coverings have unsafe rips or gouges. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 2. The base framework or hardware is loose or damaged. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 3. The base ground stake is unsafely protruding above the surface grade. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 4. The base ground stake is out of alignment or not level with the surface. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 5. The base ground stake is not firmly secured in its concrete footing. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 6. The base, ground stake and its footing are not installed according to the manufacturer's requirement. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 7. The bases do not seat properly with the ground elevation or they are seated loosely. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 8. The concrete footings have rounded edges and may twist out of place in the ground. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 9. The surface of home plate is not level with the surrounding surface. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | | 10. The surface of home plate is worn or irregular. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 11. The pitcher's rubber is not level with the surrounding surface or is not secured safely into the ground. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 12. The pitcher's rubber is showing unsafe wear or gouges. | _____ |

COMMENTS _____

FENCING

REPAIR DATE

Yes No

- | | | | | |
|--------------------------|--------------------------|----|---|-------|
| <input type="checkbox"/> | <input type="checkbox"/> | | 1. Fence posts are loose or improperly set in the ground. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 2. Fence posts are on the inside of the playing area fence. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** | 3. Concrete footings are exposed above ground. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * | 4. Fencing is not securely attached to the fence posts with loose or broken ties. | _____ |

- * 5. There are unsafe gaps under fencing. _____
- 6. There is no bottom tension wire or railing to secure the bottom of the fence. _____
- 7. There is not top railing to secure fence at the top. _____
- ** 8. Wire ends of chain link fencing are exposed along the top. _____
- ** 9. There are damaged portions of fencing that are loose, sharp, protruding, or unsafe. _____
- 10. Gates are left open during games. _____
- * 11. There are unsafe gaps in the backstop or netting with worn out boards or fencing. _____
- 12. Backstop does not meet industry recommended specifications. _____
- * 13. There is no warning track or warning track is in unsafe condition. _____

COMMENTS _____

TURF AREAS

REPAIR DATE

- | Yes | No | | |
|--------------------------|--------------------------|---|-------|
| <input type="checkbox"/> | <input type="checkbox"/> | * 1. There are unsafe bare spots in turf with a hard soil surface exposed. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 2. The surface is uneven because of soil grade. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 3. Soil is too wet or drains poorly making an unsafe running surface. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Turf is not uniform in texture, density, or height making an unsafe playing surface. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Turf irrigation comes on during games. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Turf is not stable and "blow-outs" frequently occur. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Weeds are present with thorns, bristles, or burrs. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** 8. Moles, gophers or other animals have caused mounds or holes. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** 9. Hazardous ruts occur on the field from mowing equipment or trenching. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** 10. Permanent materials used to mark foul lines (i.e., white boards or fire hose) are protruding from the surface. | _____ |

COMMENTS _____

LIGHTING

REPAIR DATE

- | Yes | No | | |
|--------------------------|--------------------------|---|-------|
| <input type="checkbox"/> | <input type="checkbox"/> | * 1. The lighting was not designed, installed, or inspected by properly trained engineers or technicians. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 2. There are burned out lights. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | ** 3. The beam direction of the lights are out of adjustment. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 4. The lighting grid pattern on the field is uneven or irregular. | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | * 5. The lighting foot-candles do not meet industry recommended specifications. | _____ |

COMMENTS _____

BLEACHERS

REPAIR DATE

Yes No

** 1. The nuts and bolts on the bleachers are loose, missing, or protruding. _____

** 2. The guard rails are loose or missing. _____

** 3. The plank or railing end caps are loose or missing. _____

* 4. Wooden planks are worn out or splintered. _____

** 5. There are hazardous protrusions or sharp edges. _____

COMMENTS _____

GENERAL SAFETY CONSIDERATIONS

REPAIR DATE

Yes No

* 1. Skinned foul lines have become rutted and need to be reconditioned. _____

** 2. The chalking material used is irritating to the eyes. _____

* 3. There are no warning signs posted informing players or spectators of use rules or hazardous conditions. _____

** 4. There are no public telephones available for emergency situations. _____

** 5. Areas that are hazardous or under repair have not been blocked off or identified. _____

6. There is currently no communication between the maintenance staff and the facility users. _____

COMMENTS _____
