Spray painting and surface coating activity inspection checklist

Inspection details
Site name
Location
Date of inspection
Time of inspection
Type of activity
Attendees at inspection (council and site personnel)

Checklist item	Yes	No	N/A
General			
Are responsible personnel at the site?	☐	☐	☐
Is the extraction system designed and operated according to Australian Standard AS 4114:2020?	☐	☐	☐
Extraction booth			
Is the booth a down-flow arrangement?	☐	☐	☐
Is the booth a cross-flow arrangement?	☐	☐	☐
Is the booth under negative pressure?	☐	☐	☐
Is organic solvent evaporation occurring in ventilated booths?	☐	☐	☐
Do the doors close tightly during operation?	☐	☐	☐
Is there adequate draft through any openings in the booth (e.g. 0.5 m/s minimum across any open face)?	☐	☐	☐
Filter			
Is sanding and surface preparation carried out in booths with filtered or scrubbed exhausts?	☐	☐	☐
Is the filter clogged or overloaded?	☐	☐	☐
Is the filter cleaned or replaced regularly?	☐	☐	☐
Are there any gaps around the filter medium?	☐	☐	☐
Pressure			
Is there a pressure gauge located external to the spray booth?	☐	☐	☐

Checklist item	Yes	No	N/A
Is the pressure drop across the booth and filter greater than 60 Pa? (This may indicate filters are clogged and require changing.)	☐	☐	☐
Spray guns			
Is clean-up of spray guns and equipment done in a controlled space?	☐	☐	☐
Are the spray guns (select answer): ☐ standard pressure ☐ high-volume low-pressure ☐ electrostatic	–	–	–
Waste disposal			
Are spent solvents disposed of by licensed waste contractors?	☐	☐	☐
Are spent solvents held in closed systems for disposal, and not exposed for evaporation?	☐	☐	☐
Stacks			
Are discharge stacks designed according to Australian Standard AS 4114:2020, with a stack height at least 3 m above the highest point of the roofline?	☐	☐	☐
Does the stack have a rain cap?	☐	☐	☐
Are the stacks high enough so that dispersion is not impeded by downwash from buildings or by other tall objects such as trees acting as wind barriers?	☐	☐	☐
Is the vertical discharge between 10 and 15 m/s?	☐	☐	☐

Notes: m = metre; m/s = metres per second; N/A = not applicable; Pa = pascal.