First Aid Kit Inspection and Replenishment Checklist

Monthly readiness form for kit access, inventory, expiration dates, and restocking.

Company/Site	Kit Location / ID	Department
Date	**Inspector**	**Next Review Due**

Inspection items

Check item	OK	Not OK	Notes / action
First aid kit is visible, accessible, labeled, and in its assigned location.			
Kit, cabinet, or case is clean, dry, closed securely, and free from damage or contamination.			
Contents are organized and match the employer-selected inventory for this work area.			
Bandages, dressings, gloves, antiseptic supplies, tape, scissors, and other listed items are stocked.			
Opened, wet, damaged, expired, or missing supplies are removed and listed for replacement.			
Emergency contact or response information is available where the site procedure requires it.			
Supplies used since the last review are replenished and any access issue has an assigned owner.			

Finding / replenishment action
Record missing, expired, opened, damaged, or used supplies; assign restocking and note the completion date.

Inspector signature / date	Restock owner or reviewer / date

PreShift Check - printable aid only, not legal advice, not an official OSHA form. Match to equipment, manufacturer instructions, training, and site procedure.