

BASEBALL FIELD MAINTENANCE AUDIT

**To be conducted pre-season, mid-season and pre-tournaments /
championships**

Site		Field #		Date		Inspector	
Weather Conditions at time of inspection							

Baseball fields should be thoroughly audited prior to the activity season.

Frequent in-season inspections for each of the following areas will depend on the use of the facility. Although it is designed to be used for a comprehensive audit, this form can also be used for an in-season or post-season inspection.

Routine maintenance schedules can be made from the information noted on the audit form.

Check each box “no” if repairs are not necessary. If the answer to any questions is “yes”, write a comment about each problem area in the “comments” space provided at the end of each section.

All boxes checked “yes” should be scheduled for repair and dated after the repair is made.

Venue owners (eg, councils) must be notified in writing of necessary repairs.

This form should only be used once on the date listed at the top.

**PLEASE NOTE THAT THIS LIST IS NOT COMPREHENSIVE OR TAILORED TO YOUR VENUE. 1
ADDITIONAL ISSUES MAY ARISE AND SHOULD BE CAREFULLY CHECKED AND CONSIDERED**

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Playing Surface – Infield Dirt Area	Action Required
<p>Soil</p> <ul style="list-style-type: none"> • too loose to provide good running traction. • surface is not loose enough around sliding zones for safe sliding. • too abrasive (rocks, etc) for safe sliding. • too compacted to provide good drainage. 	
<p>Running paths / Sliding zones – have become worn near bases and need to be levelled off.</p>	
<p>Batter’s box / Home plate / Pitcher’s mound – have become worn and uneven. <i>Permanently positioned*</i> mounds, home plate and bull pen areas in grounds that receive moderate to heavy usage should have unfired bricks packed as a base. This will assist in preventing holes and uneven surface. <i>*(12 months of the year)</i></p>	
<p>Infield area – has low spots, holes or is not level and should be dragged / re-graded.</p>	
<p>Soil build-up – there is a hazardous lip between the skinned area and the turf.</p>	
<p>Skinned areas – have unsafe wet spots and / or puddles.</p>	
<p>Warning track – there is no track or it is less than 10 feet wide (3.1m).</p>	
<p>Warning track – is overgrown with vegetation and / or uneven in grade.</p>	
<p>Foul areas – are uneven in grade / need reconditioning.</p>	

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PLAYING SURFACE - Grass	Action Required
Bare spots – hard soil surface exposed.	
Soil sub-surface – is roughly graded making an unsafe running surface.	
Soil sub-surface – is too wet or drains poorly making an unsafe running surface.	
Texture, density or height – turf is not uniform making an unsafe running surface.	
Irrigation – irrigation system comes on during games.	
Thatch – excessive thatch is causing turf to be lumpy and unsafe to run on.	
Vegetation – there are weeds with thorns, bristles, or burrs in turf.	
Uneven surfaces – there are animal mounds and holes in the turf area.	
Tyre ruts – there are hazardous tyre ruts in turf.	

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PLAYING SURFACE - General	Action Required
Maintenance equipment – such as rakes, hoses, etc, have been left on the field.	
Litter and unsafe debris – is scattered around the field and player / spectator areas.	
Sprinkler heads, drainage grates, valve boxes, etc, - in the field are above grade or have sharp edges or unsafe protrusions.	
Accidents – there have been reports from / about players running into surrounding objects such as fencing, light posts, bleachers, etc.	
Field design – our facility does comply with recommended field design specifications. May be varied providing the safety of players and spectators is not compromised.	
Home plate / Field layout – has been unsafely altered. Home plate has been moved back toward the backstop.	

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BASES & ANCHORING	Action Required
Base coverings – have unsafe rips or gouges.	
Base framework or hardware – is loose or damaged.	
Base ground stake – is unsafely protruding above the surface grade.	
Base ground stake – is out of alignment or not level with the surface.	
Base ground stake – is not firmly secured in its concrete footing.	
Base ground stake – and its footing are not installed according to the manufacturer’s requirements.	
Bases – do not seat properly with the ground elevation or they are seated loosely.	
Concrete footings – have rounded edges and may twist out of place in the ground.	
Home plate – surface is not level with the surrounding surface. Corners of plate are turned upward.	
Home plate – surface is worn or irregular.	
Pitcher’s rubber – is not level with the surrounding surface or is not secured safely into the ground.	
Pitcher’s rubber – is showing unsafe wear or gouges.	

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FENCING	Action Required
<p>Fence posts –</p> <ul style="list-style-type: none"> • are loose or improperly set in the ground. • are on the inside of the playing area. 	
Dome caps – all dome caps are in place.	
Concrete footings – are exposed above ground.	
Fencing – is not securely attached to the fence posts with loose or broken ties.	
Gaps – there are unsafe gaps under fencing.	
Bottom of fence – there is no bottom tension wire or railing to secure the bottom of fence.	
Top rail – there is no top railing to secure fence.	
Chain link – wire ends are exposed along the top.	
Protrusions – there are damaged portions of fencing that are loose, sharp, or unsafe.	
Gates - are hard to open / close. Hinge or latch problems.	
Backstop – there are unsafe gaps or netting with worn out boards or fencing.	
Outfield fence – temporary fence is sturdy and not collapsible.	

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AUDIT

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DUGOUTS	Action Required
Fencing – does not extend to the end of the dugout area.	
Benches – are worn and in disrepair.	
Equipment – storage system is sharp, worn and unsafe.	
Waste containers – supply and location is inadequate.	

LIGHTING	Action Required
Lighting system – Mandatory that an audit/check to be completed by qualified personnel in accordance with AS 2650 before season commences.	
Light bulbs – there are burned out light bulbs.	
Utility poles – there is no padding for the light poles, concrete bases or base bolts.	

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SPECTATOR AREAS	Action Required
Nuts and bolts – on the seating area are loose or missing or protruding.	
Guard railing – side and back protective railing are in place and solid.	
End caps – plank or railing end caps are loose or missing.	
Walking surfaces – are even and accessible .	
Steps – are even and accessible.	
Wooden planks – are worn out or splintered.	
Grandstand – there are gaps between adjacent units.	
Grandstand – adjacent units do not match in size.	
Other – there are hazardous protrusions, edges or pinch points.	

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GENERAL SAFETY	Action Required
Foul lines – skinned foul lines have become rutted.	
Chalking material – use is irritating to the eyes. Lime or similar base should not be used.	
Signage – there are no warning signs posted informing players or spectators of rules or hazardous conditions.	
Comforts – there are clean restrooms for convenience.	
Concessions – facility is checked for safety and compliance with local health regulations.	
Construction areas – areas that are hazardous or under repair have not been blocked off or identified.	
Communications – between the maintenance staff and the facility users.	
Personal protective equipment – was distributed to all employees/volunteers based on the tasks at hand.	
Car Parks – general lighting and potholes.	
Orientation – employees/volunteers received safety orientation for job tasks and the operation of power equipment.	

Other Hazards	Action Required

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