

Worksite Qualification Form

Name of Business: _____
Address: _____
Contact person: _____

General Qualifications	Yes	No	Comments
1. Does the Worksite have an Equal Employment Opportunity Policy in place and visible to all employees?	_____	_____	_____
2. Are there any union issues with placing a student at this Worksite?	_____	_____	_____
3. Does the worksite have a formal training process to train students in:	_____	_____	_____
a. Pertinent safety hazards			
b. Work environment issues (harassment, employee right and responsibilities, etc.)			
c. Emergency situations			
4. If applicable, does the worksite provide the necessary safety and protective equipment to students?	_____	_____	_____
5. Will the student be placed in occupations that are permitted by Federal and State Child Labor Laws?	_____	_____	_____
6. Does the worksite promote an environment where youth are valued and are viewed as important members of a team?	_____	_____	_____
7. Will the student be placed in a meaningful internship that matches the classroom's learning objectives?	_____	_____	_____
8. Does the worksite have a process for inspecting the workplace and correcting safety hazards promptly?	_____	_____	_____
9. Are there any apparent safety hazards that are noticeable during the visit?	_____	_____	_____

This worksite is _____, is not _____ certified to host WBL activities.

This worksite has been reviewed by: _____
Name

Title

Notes: