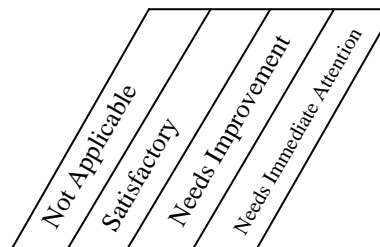
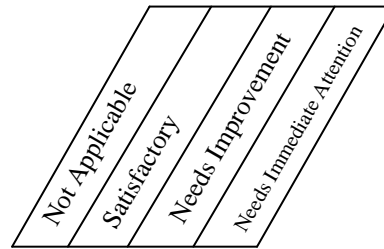


LAB SAFETY INSPECTION CHECKLIST

Department
Prepared By:
Date:
Location



GENERAL	COMMENTS			
1. Evacuation procedures posted				
2. Aisle clearance maintained 36" or more. Corridors, hallways, exits, and aisles unobstructed.				
3. Cabinets and shelves above 48" are anchored.				
4. Stored materials kept secure and limited in height to prevent collapse. Heavier material kept close to the floor.				
5. Earthquake restraints on storage shelves above 60".				
6. Eating or drinking around chemicals prohibited.				
7. Electrical, phone, and computer cords located to prevent a tripping hazard.				
LABORATORY SAFETY				
8. Warning signs posted for chemical and physical hazards.				
9. Chemical containers in good condition, labeled appropriately, and properly capped.				
10. Appropriate storage provided and utilized for temperature sensitive, water-reactive, and flammable materials.				
11. Materials stored in refrigerators are compatible. Refrigerator is labeled "Chemical Storage. No Food or Drink."				
12. Necessary personal protective equipment provided and maintained (PPE includes gloves, aprons, respirators, eyewear, face shields, etc.).				
13. Spill control material and procedures in place.				
14. Laboratory heating devices (i.e., hot plates and Bunsen burners) not left unattended while in use.				
15. Experiments or processes are not to be left unattended while not in use.				
16. Flammable liquids are prohibited from gravity dispensing.				
17. Rags impregnated with flammable liquids stored in approved metal containers.				
18. Overflow standpipes installed and maintained properly.				
19. Equipment use is compatible with design and purpose.				
20. Fume inspected annually for indicator and adequate air flow.				
21. Fume hoods are not to be used for storage or lined with combustible materials.				
22. Gas cylinders stored upright, properly chained (1/3 & 2/3 height) with safety caps installed over valves when cylinders are not in use.				
HAZARDOUS MATERIALS				
23. Material Safety Data Sheets readily available for hazardous materials.				
24. Hazardous waste disposal procedures in place.				
25. All hazardous materials containers segregated and labeled properly.				
26. Hazardous waste segregated and labeled.				
27. Flammable materials clearly marked and stored in approved metal cabinets.				



28. Hazardous materials inventory up-to-date. Most recent date _____					
29. Safety shower and eye wash maintained and inspected monthly.					
30. Hazardous materials containers clean and free from evidence of spills.					
31. Secondary containment for incompatible materials.					
32. Adequate ventilation provided.					
BIOLOGICAL HAZARD					
33. Infectious waste properly stored and labeled, labels posted on containers and refrigerators.					
34. Approved needle/sharps container available and used.					
35. Biohazard signs displayed.					
FIRE SAFETY					
36. Appropriate mounted fire extinguishers available, operable, inspected regularly and recharge tag current.					
37. Fire pull unobstructed and sprinkler head with 18" of vertical clearance.					
38. Fire corridor doors are not blocked or held open.					
39. All door self-closures are operable.					
40. Exits, exit ways, and exit signs illuminated, with signs making direction of exit clear.					
41. Sign reading "No Exit" where a door or passage might be confused as exit.					
ELECTRICAL					
42. Extension cord and cube adapter use minimized, used properly. Electrical cords and power strips are not plugged together (daisy-chained).					
43. Power strips UL approved with overload protection.					
45. Electrical equipment grounded with three prong plug.					
46. Electrical switches, outlets, and appliances in good repair.					
47. GFCI outlets tested and passed.					
48. Access to electrical panels and circuit breakers unobstructed to 36".					