

Department Of Chemistry Lab Inspection Report

Lab Supervisor: _____ **Location:** _____ **Date:** _____

Satisfactory (S) Unsatisfactory (U) Not Applicable (NA) Safety Policy Numbers given where applicable

Hazardous Materials

Chemicals/Reagents (851.07.01 to 851.07.04)

Proper labels on all containers _____
Inventory on Hazchem Web _____
in lab _____
Safely & compatibly stored _____
Acceptable quantity in lab _____
and solvent/flammable cabinet _____
Fridge safe for solvents or sign _____
prohibiting solvent storage _____
Chemical transport or handling _____
equipment available _____

Compressed & Liquefied Gases (851.06.04)

Proper labels _____
Cylinders secured _____
Protective caps used _____
Regulators appropriate _____
Glass dewars taped _____

Waste/Surplus Chemical Disposal (851.07.05)

Identified _____
Containers adequate _____
Properly segregated _____
(halogenated/non-halogenated)

Syringes & Sharps (851.07.06)

Sharps containers available _____
Identified _____
Decontamination Procedures _____

Biohazard Materials (851.12.02)

Identified _____
Containment level posted _____
Laminar flow cabinets _____
Waste containers available _____
Decontamination procedures _____

Radioactive Materials (851.08.01 to 851.08.08)

Identified _____
Inventory up-to-date _____
Weekly contamination monitoring _____
Waste containment _____

Safety Awareness & Information

Material Safety Data sheets in lab _____
Special procedure documented _____
Unattended experiments identified _____
Signs appropriate(lasers,storage,etc) _____
Documentation of training _____

Lab Conditions

Lab Benches

Clean _____
Good Condition _____
Services identified _____
Absorbent paper available _____

Fume hoods (851.06.10)

Clean and unobstructed _____
Proper use known by users _____
Proper illumination in hood _____
Airflow alarm tested _____
Airflow checked and results posted _____

Floors, Aisles and Exits

Dry _____
Aisles, doorways, emergency exits _____
unobstructed _____

Sinks and Drains

Clean _____
Water run to all drains regularly _____
Soap available _____
Paper towels available _____
Signs prohibiting chemical disposal _____

Electrical Apparatus

Wiring & cords in good condition _____
Equipment pulleys guarded _____
Equipment properly grounded _____

General Storage

Stored items easily accessible _____
Reasonable quantities of non- _____
hazardous materials _____

Emergency Preparedness

Spill Control

- Bucket/gloves/bags available _____
- Absorbent available _____
- Neutralizing agent available: _____
- Oxidizers _____
- Flammable solvents _____
- Infectious substances _____
- Water-reactives _____
- Air-reactives _____

Personal Protective Equipment

Eye and Face protection

(851.04.02)

- Available and worn _____
- Good Condition _____
- Suitable for hazard present _____

Gloves, Lab Coats and Footwear

- Available _____
- Good condition _____
- Suitable for hazard present _____
- Proper footwear worn _____

Maintenance Items and General Comments:

Emergency Procedures

- Emergency 2000 posted _____
- Fire alarm pull station accessible _____
- First aid kit available and stocked _____
- Antidotes available (HF or CN) _____
- Evacuation plan _____
- Qualified first aider's posted _____

Emergency Showers

- Location known and identified _____
- Accessible _____
- Tested recently _____

Eyewash Stations

- Accessible and identified _____
- Good condition and tested _____

Fire Extinguishers

- Seal intact _____
- Use instructions reviewed _____
- Appropriately located _____
- Tested recently _____

General Lab Practices

- No food in lab, etc. _____

Inspected by: Faculty/Management Safety committee _____
 Worker Safety committee member _____
 Lab Representative _____

Note: Items marked "unsatisfactory" must be corrected within 4 weeks.
 Departmental Administrative Assistant must be notified of any maintenance work required.