

**Lab Safety Inspection Checklist**

		Department	Bio / Chem / Geo / Phy		Research / Teaching / Other _____	Occupied	Yes / No
			OK?	N/A	Comments	Interviews/Observations	
1	<b>signage</b>	Waste area					
2		Sinks					
3		Phone #					
4		ER Guide					
5		Evacuation					
6		Reg Area					
7	<b>equipment</b>	Eyewash				Other Hazards	
8		Shower					
9		Fire Ext					
10		Spill Kit C/B					
11	<b>general</b>	Eat/drink					
12		Trip/fall					
13		Egress					
14		Refrigerator					
15	<b>chemical</b>	Segregated				Comments	
16		Containers					
17		Amounts					
18	<b>gas</b>	Secured					
19		Labeled					
20		Hoses					
21	<b>hoods</b>	Certified					
22		Clutter					
23		Working					
24	<b>waste</b>	Glass					
25		Sharps					
26		SAA					
27	<b>elec</b>	Cords/plugs					
28		Ext cords					

[ ] check here if any imminent hazards or critical items of concern found during inspection

Inspected by: \_\_\_\_\_

## Lab Safety Inspection Checklist Description

- Only one container per waste stream
- Area secure

### (1-6) All appropriate signs posted

1. SAA signs posted by all waste collection areas in the lab
2. "Protect our Water" signs posted by sinks
3. Emergency phone numbers posted and visible
4. Emergency Response guidelines posted
5. Fire evacuation signs posted
6. Regulated/designated area signage posted, if needed

### (7-10) General Emergency/Safety Equipment

7. Eye wash stations are accessible, operational and labeled
8. Safety showers accessible and labeled
9. Fire extinguishers present and inspected
10. Chemical spill kit accessible – note if chemical or biological

### (11-14) General Safety

11. No evidence of eating or drinking in the lab
12. No trip/fall hazards present
13. All routes of egress are clear
14. Lab safe refrigerators used properly

### (15-17) Chemical Management

15. Chemicals segregated by compatibility
16. Chemical containers closed, labeled and in good condition. Note any expired chemicals.
17. Acceptable volumes of chemicals (eg flammables) stored in lab

### (18-20) Gas Cylinder Safety

18. Cylinders secured
19. Labeled properly
20. Hoses are in good shape and compatible w/the gas

### (21-23) Chemical Fume Hoods

21. Certified within the past year
22. Hoods are not cluttered
23. Working properly (eg. No alarms sounding, sash at proper level).

### (24-26) Waste

24. Glass waste disposal boxes being used
25. Sharp containers present as needed & properly used
26. SAA: - Containers in secondary containment
  - Containers properly labeled
  - Containers closed
  - Containers properly segregated
  - Containers in good condition

### (27-28) Electrical Safety

27. Cords and plugs in good condition
28. No extension cords used as permanent wiring

### Interviews/Observations

- Correct PPE being worn
- Working in hood when necessary
- MSDS's available
- Staff and students have had safety training

**Other Hazards** – this may include any vented gas cabinets for toxic gases, etc.