

Laboratory Inspection Checklist

Date:	Lab Number:	PI or Supervisor:
Name of Auditor:	Department:	
Laboratory Hazards: Chemical <input type="checkbox"/> Biological <input type="checkbox"/> Radiation <input type="checkbox"/> Other <input type="checkbox"/>		
Type of Laboratory: Research <input type="checkbox"/> Teaching <input type="checkbox"/> Mixed <input type="checkbox"/> Storage <input type="checkbox"/> Preparatory <input type="checkbox"/> Other <input type="checkbox"/>		

Laboratory Safety Inspection

1. Chemical Storage

Y N N/A

- 1.1. Incompatibles stored separately _____
- 1.2. Chemicals stored away from sunlight and other heat sources _____
- 1.3. Chemical containers properly labeled _____
- 1.4. Containers closed except when in use (storage/waste) _____
- 1.5. Chemicals stored off of floor _____
- 1.6. Chemicals and food stored separately _____
- 1.7. Chemicals stored in appropriate containers _____
- 1.8. Containers are in good condition _____
- 1.9. Flammables stored away from exits _____
- 1.10. Storage of large containers/corrosive materials below eye level _____
- 1.11. Hazardous materials stored in appropriate areas _____

2. Special Chemical Problems

Y N N/A

- 2.1. Water reactives stored away from sinks and pipes _____
- 2.2. Peroxide forming materials have opening date and expiration date _____
- 2.3. Reactive metals stored properly _____
- 2.4. Highly toxic chemicals stored in secondary containers _____

3. Gas Cylinders

Y N N/A

- 3.1. Properly labeled (labels facing forward), stored upright, and secured _____
- 3.2. Flammable/oxidizing gases stored 25 feet apart or separated by a fire wall _____
- 3.3. Capped when not in use _____
- 3.4. Empty cylinders marked "MT" and stored separately _____

4. Fume Hood/Local Exhaust

Y N N/A

- 4.1. Fume hoods inspected within last 6 months _____
- 4.2. Chemical storage in hoods is kept to a minimum _____
- 4.3. Hood is equipped with a flow alarm monitor _____
- 4.4. Storage is to the rear of the hood _____
- 4.5. Safe sash height is being observed _____
- 4.6. Other local exhaust properly functioning _____
- 4.7. Filters labeled with maintenance schedule (ductless hoods) _____

5. Eye Wash/Safety Shower

Y N N/A

- 5.1. Shower/eye wash unit present _____
- 5.2. Unit located away from electrical equipment _____
- 5.3. Routine maintenance performed _____
- 5.4. 16 inch clearance around unit observed _____
- 5.5. Shower and eye wash are clearly labeled _____
- 5.6. Shower and eye wash within 10 seconds or 100 feet of hazards _____

6. Electrical/Mechanical Concerns

Y N N/A

- 6.1. Breaker panels and safety switches accessible _____
- 6.2. Moving parts of equipment guarded to prevent physical contact _____
- 6.3. Multiple plug adapters not in use _____
- 6.4. Electrical cords intact and out of aisles _____
- 6.5. Extension cords intact and used appropriately _____

