

Laboratory Safety Inspection Form		
Building:	Room(s):	Department:
Date of Inspection:	Laboratory Manager:	Inspected by:

Yes	No	N/A	
Laboratory Access/ Emergency			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laboratory controlled access (doors locked when unoccupied).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency contact information is posted in laboratory.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Specific warning signs (radiation hazard) are posted.
Notes/Observations:			

Electrical Safety (NFPA)			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical cords/outlets/plugs are in good working condition.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fuse protected power strips are used as necessary.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proper use of extension cords is noted throughout the laboratory. Extension cords should not be used as a substitute for permanent wiring and no extension cords should be installed above ceiling tiles.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ground fault circuit interrupters are installed on outlets within 6" of wet areas.
Notes/Observations:			

Fire/Life Safety (NFPA)			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire extinguishers are clear of obstructions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exit routes are clear of obstructions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ceiling tiles in place (not missing or damaged).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire extinguishers are mounted properly.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bunsen burner tubing is replaced when brittle or damaged.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire sprinklers are unobstructed (items are not stored within 18 inches).
Notes/Observations:			

Personal Protective Equipment/Eyewash/Showers			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency shower/eyewash are available and clear of obstructions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Personnel wear personal protective equipment (safety glasses, lab coat, gloves, etc.) as required/appropriate for task.
Notes/Observations:			

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Fume Hoods			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fume hoods annually certified.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fume hoods are free of excess clutter that could disrupt airflow.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fume hood sash is kept down when not in use.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fume hoods are clear of power strips.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Containers in fume hood are kept closed when not in use.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fume hoods are kept clean and in good working condition.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lab coats properly hung and stored when not in use (e.g., not hung from controls).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bunsen burners used in appropriate spaces (e.g., not in biosafety cabinets).
Notes/Observations:			

Hazardous Waste Management			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hazardous waste containers are kept closed except when adding waste.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Empty chemical bottles are tripled rinsed prior to disposal.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sharps are properly disposed in designated sharps containers.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Broken glass is properly disposed in designated box.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hazardous waste containers are properly labeled or marked with the words "Hazardous Waste" (the label should include generator name, beginning date of accumulation, and contents).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Biohazardous waste is properly disposed (if applicable, refer to BSL inspection checklist).
Notes/Observations:			

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Chemical Safety			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hazardous chemical containers stored safely and within reach.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flammable chemicals are not stored in a household refrigerator.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemicals are stored safely to prevent creating a tripping hazard.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemicals are appropriately segregated based on hazard classification.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemical containers are kept in good working condition.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Perchloric and nitric acids are stored separate from organic materials and acids.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Peroxide forming chemicals are dated upon receipt and disposed of prior to expiration date. Containers are labeled with dates of peroxide testing.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemicals are properly labeled to indicate contents. Missing or deteriorated labels are replaced.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemical bottles are clearly dated after opening.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemicals stored in designated cabinets/areas.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flammables are stored in an appropriately labeled flammable storage cabinet.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safety Data Sheets (SDS) are available upon request (maintained in laboratory if applicable).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Compressed gas cylinders are properly secured.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safety caps are placed on gas cylinders when not in use.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spill kits are readily available.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemical inventory is up to date.
Notes/Observations:			

Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good housekeeping practices observed.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacuum pumps are in good working condition.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Unnecessary boxes and equipment are discarded when appropriate.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hazard Communication Act Notice to Employees is posted within laboratory.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refrigerators and microwaves are labeled with the words "For Laboratory Use Only".
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	First Aid Kits are readily available and up to date.
Notes/Observations:			